



Chedzoy Village Hall

Front Street, Chedzoy

Registered Charity No. 263275

Drawing by Maxine Heal

Established 1914

Booking Application

Please complete two copies of this form, in ink, with block capitals, and return them to the Booking Secretary at Sibleys Farm, Front Street, Chedzoy, Bridgwater, TA7 8RE

PERSON RESPONSIBLE FOR BOOKING

("The Hirer")

NAME OF ORGANISATION

(if appropriate)

ADDRESS OF "THE HIRER"

_____ Postcode _____

TELEPHONE NUMBER

TYPE OF FUNCTION

ESTIMATED NUMBERS ATTENDING

_____ (Age Group) _____

DATE OF HIRE

THE FUNCTION STARTS AT _____ a.m./p.m. AND ENDS AT _____ a.m./p.m.

ACCESS REQUIRED (PRIOR TO FUNCTION) †

(AFTER FUNCTION) †

DATE _____

DATE _____

TIME _____ a.m./p.m.

TIME _____ a.m./p.m.

HOURS _____

CUTLERY REQUIRED: YES/NO

CROCKERY REQUIRED: YES/NO

I have read and understand the booking conditions _____ (signature)

UNTIL THIS FORM IS RETURNED TO THE HIRER, DULY SIGNED, THE BOOKING IS PROVISIONAL.

Hire Charge	£
Deposit	£
Outstanding	£
Security Deposit	£100

I confirm that the booking for _____ has been accepted. Payment in full, or a non-returnable deposit of £10.00 is requested with this form, the balance to be paid at least one week before the date of the event.

A Security Deposit of £100 is required by cheque or cash.

Booking Secretary, Chedzoy Village Hall

† Please note that because of other bookings, it may not be possible for you to have access to the hall prior to the time of the function. The Committee will endeavour to ensure that you have access whenever possible.