



## BRANSGORE VILLAGE HALL

116 Burley Road, Bransgore, Christchurch, BH23 8AY

Telephone No. 01425 674155 EMail: hallbookings@btconnect.com

Name: ..... Organisation: .....

Address: .....

..... Postcode: .....

Telephone No: ..... Email: .....

**Date of Event:** ..... Event Description: .....

Minimum Booking is One hour. Please also allow sufficient time for setting up/clearing away.

Room For Hire:	Time From:	Time To:	Hours	Rate	Cost
Main Hall/Small Hall* Delete as appropriate					
Stage Area					
Rear Stage (Dressing Room)					
Kitchen (with/without Oven)					
Dishwasher					
Microphone/Sound System					
PAYMENT CAN BE MADE DIRECTLY TO THE PARISH COUNCIL'S BANK QUOTING THE INVOICE NO. AS THE REFERENCE: See Invoice for details	Total Cost:				
	(+ )Plus Damage Deposit				
	Balance Due:				

Please sign here if your organisation has its own Public Liability Insurance.....

Please provide details of expected number of guests/attendees, number of tables/chairs required:

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Hirer Declaration:

I have read the Terms & Conditions governing the use and hiring of the Community Centre and hereby agree to be bound by such conditions.

Applicants Signature: ..... Date: .....

THE HIRER IS RESPONSIBLE TO LEAVE THE HALL IN A CLEAN AND TIDY CONDITION AND TO ENSURE THAT ALL DOORS/FIRE EXITS ETC. ARE SECURE AND LOCKED WHEN LEAVING THE BUILDING.

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