

FAILAND VILLAGE HALL

CHARITY NUMBER 304540

BOOKING FORM

Booking Secretary Angie Sherman 52 Flax Bourton Road, Failand, North Somerset, BS8 3UN.
Telephone Number 07814178937 (Office hours please)

Please complete in BLOCK CAPITALS NAME.....

RESERVATION ON BEHALF OF.

TYPE OF FUNCTION.

DATE OF FUNCTION

TIME OF FUNCTION START.....FINISH.....

KEYS WILL BE ONLY BE RELEASE HALF AN HOUR BEFORE START TIME STATED ABOVE

IF A BAR IS REQUIRED PLEASE COMPLETE THIS SECTION

(If bar required after 11.00pm an extension is required at a cost of £40).

START TIME.....FINISH.....

It is a statutory requirement of the Hall Licences that a person of not less than 21 years of age shall be nominated and accepts responsibility for complying with the Licence conditions and will be present throughout the booking when premises are used for Public Entertainment of any kind.

As the organiser I accept full responsibility for any damage to the premises or contents occurring during the period of hire and I undertake to arrange for the removal of any decorations or equipment, which have been used immediately after the function.
Furthermore I certify that the person named above will ensure that the Hall Safety and Fire Regulations are observed and that the conditions of the Licenses are met.

I CONFIRM THAT I HAVE READ, UNDERSTOOD AND ACCEPTED THE CONDITIONS OF HIRE AND ADDITIONAL NOTES.

SIGNED.DATED.....

NAME OF ORGANISER.

FULL ADDRESS.

TELEPHONE NUMBERS / EMAIL
.....
(LANDLINE AND MOBILE)

FOR BOOKINGS OTHER THAN CHILDREN'S PARTYS A HOLDING DEPOSIT OF £100.00 WILL BE REQUESTED AT THE TIME OF BOOKING THIS WILL BE RETURNED ON COMPLETION OF HIRE (SEE CONDITIONS OF HIRE AND ADDITIONAL NOTES)

HOLDING DEPOSIT £.....

HIRE CHARGE £.....

BAR EXTENSION £.....

TOTAL £.....

DEPOSIT PAID £.....TO BE PAID AT TIME OF BOOKING

OUTSTANDING BALANCE £.....TO BE PAID 15 DAYS BEFORE BOOKING