



WHITEHILL VILLAGE HALL

Sutton Field, Whitehill, Bordon, GU35 9BW

BOOKING FORM FOR CHILDRENS PARTIES

| |
|--|
| Name: |
| Email: |
| Tel: |
| Address: |
| Organisation: |
| Reason for Booking: |
| Extra equipment (e.g. Disco, Bouncy Castle): |

| Facilities | Date of booking | Time Booked | Total Hours | Rate | Charge |
|--|-------------------------|----------------------|-------------|---------------|-----------------|
| <i>example</i> | <i>Sat 20 July 2019</i> | <i>6.00 to 10.00</i> | <i>4</i> | <i>£21.00</i> | <i>(£84.00)</i> |
| Main Hall | | | | | |
| Activity/Meeting Room | | | | | |
| Café Room | | | | | |
| Shared Kitchen for Drinks/Snacks | | | | | no charge |
| Cheque attached, made out to Whitehill Village Hall Committee | | | | Total | |
| Please post to Mrs Beryl Parsons, 15 Woodside Crescent, Bordon, GU35 0EZ | | | | | |
| Bank Transfer: CAF Bank, sort code 40-52-40, account number 00033421 | | | | | |
| <u>SEPARATE CHEQUE - Damage deposit of £100.00 must be paid with the booking form to secure your date. It will be returned after the party, once the Hall and its facilities have been properly checked for damage and cleanliness.</u> | | | | | £100.00 |
| <u>YOUR BANK DETAILS ARE REQUIRED TO REFUND YOUR DEPOSIT.</u> | | | | | |

Minimum party time is 3 hours to include setting up and clearing away equipment. I have read and agree the Terms and Conditions of Hire of Whitehill Village Hall.

Signature of Hirer: Date:

Signature of hirer is not required if the form is sent by email to beryl.p@gmail.com, but the hall booking fee must be paid before the booking is confirmed and is non-returnable.