|  |  |
| --- | --- |
|  | **MOULTON VILLAGE HALL**  **BOOKING FORM** |
| BOOKING SECRETARY: **Stephen Allen\_Gurr** | |
| **Email: sjbmgurr@btinternet.com** | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Hirer** |  | **Tel:** | | **Mob:** |
| **Address** |  | | | |
| **Email** |  | | | |
| **Description of Function** |  | | | |
| **Day(s)/Date(s)** |  | | | |
| **Times 1** | **From:** | | **To:** | |

***( 1 NB – No bookings to continue after MIDNIGHT)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Caterer** |  | | |
| **Address of Caterer** |  | | |
| **Do you require a Licensed Bar? (*please check appropriate box*) 2** | | **Yes** | **No** |

***( 2 NB – Alcohol can only be sold with authorisation of the Management Committee-conditions apply)***

**CHARGES PAYABLE**

|  |  |  |  |
| --- | --- | --- | --- |
| FOR OFFICE USE ONLY | **£** |  | ***Please make cheques payable to the***  ***Church Hall Association of Moulton Parish*** |
| **Main Hall** |  |  |
| **Charge for Bar Facilities** |  |  |  |
| **Back Hall** |  |  | **3 *Indemnity is refundable*** |
| **Meeting Room** |  |  |
| **Indemnity 3** |  |  | **4 *Bookings cannot be accepted until full fee has been paid, and not less than 48 hrs before proposed event*** |
| **TOTAL AMOUNT DUE 4** |  |  |

***(Please make cheques payable to* Church Hall Association of Moulton Parish*)***

**I / We make this booking in full knowledge and acceptance of the Booking and Hire Conditions (attached), and am / are over 18 years of age.**

**SIGNED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **DATE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Accepted on behalf of CHAMP the sum of £** \_\_\_\_\_\_\_\_\_\_ **Payment Details:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_ **DATE**: \_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_\_\_\_\_\_