

North Stainley Village Hall - Booking Form

Our Ref

Contact the Bookings Secretary at: nsvh.bookings@gmail.com Tel: (01765) 635055

Group Name				
Hirer's Name				
Address				
Contact	Hirer	Tel	Mobile	email
Contact 2	Name	Tel	Mobile	email

Normal hiring times are between 9 am and 10.30 pm (11.30 pm on Friday and Saturday).

Dates required			Times required		
Rooms required	Main Hall	Meeting room	Use of Kitchen	May be shared	Changing/Showers
Purpose/Function					
Number attending			Number of cars expected	If over 28 cars you will have to provide parking marshals	
Will alcohol be consumed?		Will music be played?		Is a TEN applied for?	
What sound, visual presentation or IT equipment is wanted?					

Bond	£30 (Children's parties up to 12 years old)	£100 (Other parties and if Alcohol is consumed)
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The bond is refundable 7 to 10 days after the end of the hire, less any deductions for repairs and cleaning.

Please make out a separate cheque for the bond.

***Hire charge/bond paid** £_____ **Confirmed by Bookings Secretary** _____

Charges may be due even if the event is cancelled

Cheques made payable to NSS&RT Management Committee

I declare that the information given in this booking is correct to the best of my knowledge. I agree with the terms and conditions of hire for the Village Hall (see reverse)**. I take full responsibility for the actions and safety of all those present and for any damage during the hire. I will be considerate of neighbours and leave the Village Hall clean, tidy and secure.	
Signed (hirer)	Date

*In order to secure your booking please complete and return this form ASAP, enclosing payment to:

c/o Ian Alston, 31 Watermill Lane, North Stainley, Ripon, HG4 3LA

** Full terms and conditions available on request