



BOOKING FORM

Person responsible for the booking:

Address:

Contact Tel No:.....email address:.....

Name of organisation:

Description of Event:

Room/s Required:

- Room Required: Main Hall (Maximum of 80 seated or 100 standing)
 Committee Room (Maximum of 15 seated or - conference style)

Hourly Charge = £10 for local residents and £15 for non-residents
 Committee Room £5 and £6 respectively

Do you intend to sell / consume alcohol? Yes No

Have you got a temporary 'Event Notice' Yes No

This form must be returned by email or given into the Thursday Café 10-12am not later than 7 days before the booking date. If it is returned later, the booking date cannot be guaranteed.

Cancellation fee of 50% will be charged if the booking is cancelled with less than 48 hours notice. Breakages / damages will be charged at cost to repair / replacement

I confirm that I have read, understood, and agree to the Terms & Conditions.

Signed: Date:

Please use the BACS details below to make payment, you may also pay at the Village Hall Café on Thursdays between 10-12am. Please note if the payment is not made 48 hours before the booking day, we will assume that you have cancelled and will be charged a cancellation fee.

BACS details

Name: Mudford Village Hall
 Bank Account No: 26196875
 Sort Code: 60-19-12