

Neston Memorial Hall

User Group Occasional Hire Booking Form

User Group:

Contact Details:

Name of Hirer:

Address:

Telephone: Email:

Date of Booking: Time Reqd:

(Please note: You will get access to the Hall 30 mins before booking and for 30 mins after – if you require longer to set up you will need to book this extra time.)

Event(s):
.....
.....

Are you applying for a TENS (Temporary Events Licence): Yes/No (please circle)
(There are only a limited number available each year – please contact the Booking Clerk to discuss this.)

The standard User Group hall hire cost applies and includes use of all rooms, tables, chairs and crockery.

The hiring fee will be invoiced by the Treasurer for the Time Reqd unless agreed otherwise by the Hirer and the Treasurer.

Please sign to show that you have read and accept the conditions of Hire:

Signature: Name:

Date: