



LONG ITCHINGTON COMMUNITY CENTRE ACCOMMODATION BOOKING FORM

Lettings Secretary: Parish Clerk (01926 815216)

lipccbookings@btconnect.com

Applicant's Name Phone

Organisation

Address

Post Code EMail

ACCOMMODATION REQUIRED (Please tick)

Community Room & Kitchen	<input type="checkbox"/>
School Hall	<input type="checkbox"/>
Overflow Car Park	<input type="checkbox"/>

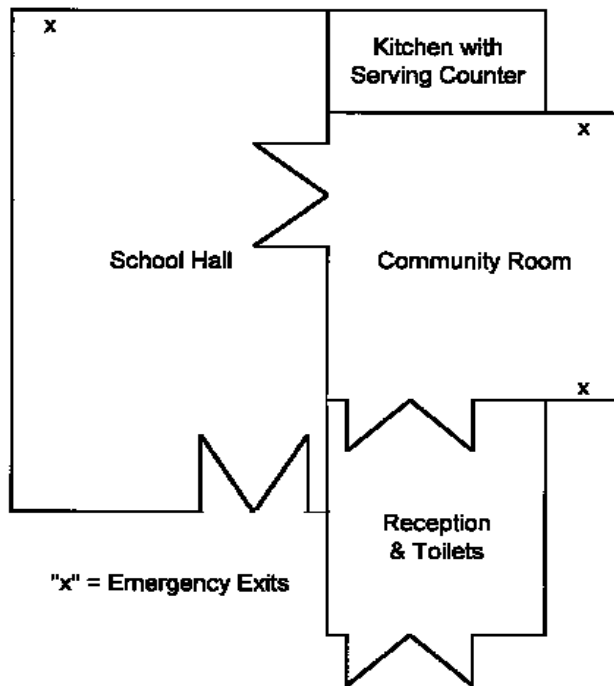
Date of Event

Additional Date(s)

EQUIPMENT REQUIRED (Please tick)

PA/Music system	<input type="checkbox"/>
Floor Cable Tidy	<input type="checkbox"/>
Projector Screen/ Projector	<input type="checkbox"/>
Stage Blocks	<input type="checkbox"/>
More Furniture	<input type="checkbox"/>

(See hire information sheet for equipment available)



Purpose of Hire Number of people expected

Start Time Duration: Hours

Do you have Public Liability insurance? Yes No

I have received a copy of the conditions for the use of the premises and agree to be bound by them. Any licences required under the Theatres and Cinematographic Acts will be observed, as will any requirements of the licensing justices. I agree to pay the charges due as required and confirm that I have read the Summary of Booking Rules and Fire Regulations.

I have paid a non-refundable deposit of £10 via BACS /cheque/ cash to secure my booking.

I understand that the balance is due seven days before the event date and is only refundable when a minimum of 72 hours notice of cancellation is given.

Signature Date

Please pay by BACS to "LLOYDS BANK", Sort-Code 30-94-93, Account 01507861.
with your surname as reference.

Cheques made payable to: LONG ITCHINGTON PARISH COUNCIL