

BOOKING FORM FOR THE REGULAR HIRE OF THE MAJENDIE HALL

**Dates which
apply to the
agreement:**

From:

Until:

.....
.....

I(Hirer)

on behalf of Organisation (if applicable)

Address

.....Post Code.....

Telephone number(s)

Email address.....

apply for the hire of The Majendie Hall, St Mary's Church, Speen, Newbury

onday(s)/ night(s) of every week

or please specify

from am/pm until am/pm

Please note that the period of hire should include reasonable time for setting up before the start of the activity and clearing up after it.

Is this on a term-time only basis (term dates attached)

or throughout the year?

This hire being for the purpose of

Number of expected participants The cost of the hire is £..... per hour.

I agree to pay within **14 days** of receiving the Invoice.

I have read and agreed to observe all the conditions set out in the attached conditions of Hire on a separate sheet, and the additional terms and conditions on the back of this form.

Signature of Hirer Date

Cheques should be made payable to *St Mary Speen PCC*

Please make sure you have signed and dated the above form, and that you have also signed and dated the attached Conditions of Hire, before sending one copy of each to:

Stuart Atkinson, Bookings Administrator, Majendie Hall Group
Tel: 01635 41668
Hollybank, 6a Croft Lane, Speen, Newbury RG14 1RR
Email: majendiehall@st-mary-speen.org
Website: www.st-mary-speen.org