**ABBOTS LEIGH PARISH COUNCIL - VILLAGE HALL BOOKING FORM**

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| **Address of Village Hall:****Mr J Prodger (Caretaker)****6 Church Road****Abbots Leigh****North Somerset BS8 3QP** **Tel: 01275 374597** |  |

**Application details – Hirer Responsible Person (if bar provided)**

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| **Name:****Address:****Mobile Phone:** | **Name:****Address:****Mobile Phone:**  |

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| **Contact details (telephone and email)** |  |
| **Description of function (please note special rates applicable for weddings and functions)** |  |
| **Requirement (select as necessary)** | **Exclusive Use (All facilities) □ Hall plus kitchen facilities □Assembly Room only □ Committee Room □**  |
| **Approx. number of people attending** |  |
| **Date(s) required** |  |
| **Times required** |  |
| **Number of hours (minimum 2 hours)** |  |
| **Hiring rate (as below)** |  |
| **Hiring charge**  |  |
| **Refundable DEPOSIT for party functions (see booking conditions)** |  |
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| **Scale of Hiring Charges (all rates per hour)** | **Mon- Fri 9.00 am-11.30pm** | **Sat 9.00 am-11.30pm** | **Sun 9.00am-6.00pm** |
| **Village Hall exclusive use (all facilities)** | **£13.00** | **£16.50** | **£16.50** |
| **Village Hall (with Kitchen facilities)** | **£11.00** | **£13.00** | **£13.00** |
| **Village Hall (Assembly Room only)** | **£10.00** | **£11.00** | **£11.00** |
| **Committee Room (John Butler room)** | **£7.00** | **£8.00** | **£8.00** |
| **NOTE. For Weddings, parties and functions, minimum charges may apply.** |

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| **I confirm that I have read and accept the Village Hall Booking conditions (attached)** | **Signed ....................................................****Date .......................................................** |

The completed application should be sent within 10 days together with payment **in full** to the Caretaker at the Village Hall address **(cheques to be made out to ABBOTS LEIGH PARISH COUNCIL).**