



Beecroft Community Centre

www.beecroftcommunitycentre.co.uk


Beecroft Community Centre
Westfield Road
Dunstable
Bedfordshire
LU6 1DL

Tel: 01582 661346
beecroftcentre@outlook.com

APPLICATION FOR HIRE OF HALL

I/We (Name)

Address

 e-mail

Hereby apply to hire the hall and available facilities at the Beecroft Community Centre.

Date of Hire: Time of Hire: From To

No. of People:(Approx.) Hire Purpose:

If the booking is made on behalf of a Club or Association, please state name of organisation or position held:

.....

The club has its own bar facilities therefore no drinks, of any kind, can be brought onto the premises by a hirer without the prior consent of the Management Committee.

NOTE: The room/hall hired is for the use of the hirer and does not include other rooms. Obviously, toilet facilities are available, but the hirer and their guests are not allowed into other rooms as these are reserved for club members

The control of noise is the responsibility of the Management Committee Representative, whose decision shall be final.

A receipt will be provided for the deposit and hire fee. The deposit is refundable providing there is no damage and the room/hall hired is in the condition it was prior to hiring, i.e. swept clean and rubbish, etc. removed. The Deposit will not be refunded for late cancellation

The hire fee shall be £..... with a deposit of £.....

I/We agree to abide by the conditions and regulations relating to the hire of the hall, as set down by the Centre, and to pay the relevant charges due.

Signed: Date: Return this form to the Secretary (Address as above).

For Official Use Only

Received	Amount	Date	Signature
Deposit (Refundable)			
Hire Fee			
Deposit Returned After Event			

Current Prices	Deposit	Hall Hire Cost
Members	N/A	£25.00
Non-Member (Children's Party)	£50.00	£50.00
Non-Member (Adult Party)	£50.00	£100.00
Room Hire (Non Members)	N/A	£10.00 per Hour + VAT (i.e. £12.00)

Deposit payments must be received three weeks prior to the event and the hire cost must be paid prior to the event taking place.