

KINGSTON SEYMOUR VILLAGE HALL



BOOKING ENQUIRY

ksvhallbookings@icloud.com

Hirer and Event Details					
Name:					
Address:					
Tel Numbers:					
Email:		@			
Reason for Hire:		Public or Private Event:			
Date's requested:		Total no of guests:			
Times:		Doors Opened:		Doors Locked:	
		Event Start Time:		Event Finish Time:	
Please remember to allow adequate time for setting up and cleaning after your event					
Rooms Required:		Main Hall		Skittle Alley	
		Kitchen		Licensed Bar	
Bar opening time					
Please note that full details of rooms are available on our website at https://ksvillagehall.co.uk					
Special requests					
I have read and accept the Conditions of Hire available at https://ksvillagehall.co.uk and confirm I am over 21 years of age.					
Signed:		Dated:			

Following an enquiry about facilities or availability we will be pleased to 'pencil you in' and hold your dates for up to 7 days. On receipt of the Booking Form we'll send you an invoice and your dates will be confirmed upon receipt of a 25% deposit. The balance of your hire fee is due 30 days before the event. If hire date is within 30 days, or total hire costs are less than £30, then full hire fee is due at time of booking

NOTE: Bookings are not confirmed unless a deposit or full hire fee has been paid

Thank you for your support

Kingston Seymour Village Hall, Ham Lane, Kingston Seymour