

HALL HIRE APPLICATION FORM

PERSONAL/BUSINESS DETAILS

COMPANY NAME : _____

CONTACT PERSON : _____

POSTAL ADDRESS : _____

EMAIL ADDRESS : _____

PHONE NUMBERS : _____

MEMBER/SPONSOR : ARE YOU A MEMBER Yes/No. IS YOUR COMPANY A CLUB SPONSOR Yes/No

FUNCTION DETAILS

TYPE OF FUNCTION: _____

DAY/DATE FUNCTION : _____

TOTAL GUEST : _____ IF BOWLING HOW MANY : _____

SET UP TIME : _____ NUMBER RINKS REQUIRED(IF BOWLING) _____

ARRIVAL TIME : _____ BOWLING TIME : _____

DEPARTURE TIME : _____ EATING TIME(IF CLUB CATERING) : _____

DRY TILL REQUIRED : _____ ARE YOU DECORATING : Yes/No

CATERING DETAILS

BBQ HIRE : Yes/No

BOWLING CLUB TO CATER : Yes/No

FAMILY CATERING : Yes/No

EXTERNAL CATERERS : Yes/No

HOW DID YOU FIND OUT ABOUT OUR FUNCTION ROOM: _____

PAYMENT METHOD

Payment for the expenses of the night can be made by cash or by eftpos. No cheques accepted.

A fee of 2.5% will be added to the final total of your drinks bill if you are paying by credit card. Please provide credit card details for your convenience if an additional charge needs to be made for any property damage or if terms and conditions are not adhered by.

PLEASE CHARGE MY MASTERCARD VISA

CARD No.

CARD HOLDERS NAME : _____

EXPIRY DATE : ___/___ SIGNATURE OF CARDHOLDER _____

NB : Your booking is not confirmed until you receive a receipt for your hall hire and bond. Full payment must be made on booking of the hall.

Please complete the application forms and return to us with your payment.

Bassendean Bowling Club

10 Whitfield Street

Bassendean W.A. 6054

You may post these details to us or feel free to call in and see us at your earliest convenience. Thank you for choosing the Bassendean Bowling Club for your function.

I HAVE FILLED IN ALL INFORMATION AND AGREE TO THE TERMS AND CONDITIONS OF HIRE.

SIGNED : _____

DATE : _____

OFFICE USE ONLY

DATE CONFIRMED _____ PAID YES /NO. RECEIPT No. _____ SIGNED _____