LINGEN VILLAGE HALL
Registered Charity No 219377
LONGER PERIOD BOOKING FORM

Date of Function……………….....................Time from……………Time ends…………..

Number of people attending……………… Nature of function.......................................

Requirements (please indicate which session or sessions):
Please note: the charges below are for use of the whole hall (main hall & committee room). Main hall use only prices can be obtained from the bookings clerk.

Morning session 09:00 to 13:00 £60.00
Afternoon session 13:00 to 17:00 £60.00
Evening session 17:00 to 01:00 (22:30 Sundays) £120.00
All Day session 09:00 to 01:00 (22.30 Sundays) £150.00

If the booking is for an evening event then it is charged at whole hall prices. Functions concluding at or after midnight may be tidied the following morning but only with the prior permission of the Committee.

Evening parties requiring time to set-up should choose the all-day option. Deposits are routinely required for evening parties: the booking clerk with advise.

Discount of 10 per cent is available for consecutive periods of hire of 5 sessions or more.

Hirers must pay hire charges in full before the booking can be confirmed. Cheques should be payable to Lingen Village Hall and returned to Mrs Christine Moore, Deerfold View, Lingen, nr Bucknell SY7 0DY together with the completed booking form and a signed copy of the terms and conditions.

Please provide the names, addresses and telephone numbers of responsible persons over 25 years of age who will attend the function and act as Stewards. There must be at least one steward for every 25 attendees subject to a minimum of two irrespective of the numbers attending. Please note that a booking cannot be accepted without this condition being fulfilled.

Steward/Address……………………………………………………………….................

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I have read and agree to the attached terms and conditions and I agree to pay for any and all damage caused during the period of hire, howsoever it may have been caused.

Signature of Hirer………………………………….............................Date…………………..

Name of Hirer (Please print)…………………………………………….................................

Address…………………………………………………………….................................

Phone Number...Email:...