

COLEHILL SPORTS AND SOCIAL CLUB

EVENT BOOKING FORM (PLEASE PRINT)

Date
Time

Type of Event? (Anniversary, 30th Birthday etc)	
Contact Name of Booker?	
Contact Address of Booker?	
Phone No. of Booker?	
Estimated Numbers? Max 80	

COSTS

ROOM HIRE <i>(Free to members for longer than 12 months)</i>	£60	£
EXTENSION REQUIRED? <i>(to 11:30pm)</i>	£30	£
CLUB MEMBERSHIP? <i>(Required for Insurance Purposes)</i>	£30	£
SKITTLE ALLEY HIRE?	£10	£
BARBEQUE HIRE <i>(includes gas & use of utensils)</i>	£30	£
BARBEQUE CLEANING <i>(Free if BBQ cleaned by user)</i>	£20	£
<p style="text-align: center;">SECURITY DEPOSIT</p> <p style="text-align: center;">To be paid no later than 4 weeks before event. Note: Your booking will NOT be confirmed until deposit is paid. Your deposit is refundable a few days after event if a minimum of £100 is taken at bar and basic terms & conditions observed.</p>		£90
TOTAL <i>to be paid before (or at) event</i>		£

BASIC TERMS & CONDITIONS (+ see over)

DO NOT:

- Give less than 2 weeks notice to cancel the event
- Fail to pay the balance of costs incurred
- Use Sellotape, Confetti or Table Sprinkles when decorating.
- Cause excessive mess needing above normal cleaning
- Cause damage to the club building or furniture
- Physically or verbally abuse staff or members
- Engage in any anti-social behavior either inside or outside the club

Non adherence to these conditions may lead (and has led) to deposits being withheld

Please sign to say you have read and agree to Terms & Conditions (over):

Signed: