

BOOKING FORM - TOFT CHURCH HALL

Name of Organisation
Contact (Please PRINT)
Address P.Code.....
Telephone No. Mobile
E Mail

Is the person named above organising the event on the day? Yes / No

If 'No' who is responsible on the day/s.....
Address..... P. Code.....
Tel. No. Mobile.....
E Mail

Who will collect and have responsibility for the Key?
.....

(Any change to the Key Holder **MUST** be reported to the contact below with details)

The Day Day required : Date
Frequency: One off / regular Starting date
Arrival time: to Departure time.....

(It is necessary that departure and lock up are prompt)

Has the Organisation contact or responsible person on the day, read, fully understood and accepted the terms and conditions : Yes / No

Signature Date

Hire Charges

Full Payment required on booking

Hire of room: £12.50 per hour – includes tea making and use of crockery
Children's Parties : Minimum charge £50
Use of cutlery and Smart crockery: £40 includes cups, saucers, plates(tea, salad and dinner), bowls – for 50 places.
Hire of Cooker - £10

The hall is available for,
'One-off' events organised by adult organisations.
Children's parties (primary age only)
Regular meetings of bona fide organisations
Funeral teas, wedding receptions, silver weddings etc
Meetings of Plumley with Toft and Bexton Parish Council
Use as a Polling Station

Return completed application to:

Mrs Valerie Brooker, TheRound House, Legh Road. KNUTSFORD WA16 8LP
Tel: 01565 650374 Mobile: 07973 290756