**BOOKING FORM**

 **LAMORNA VILLAGE HALL**

**Bookings Secretary: Phillie Witt**

**Email: pwitt@hotmail.co.uk**

**SECTION 3 – PAYMENT DETAILS**

HIRE FEE DUE

DEPOSIT PAID DATE PAID

BALANCE DUE DATE BALANCE DUE

**SECTION 2 – BOOKING DETAILS**

DATE(S) OF USE

TIME(S) OF USE

PURPOSE

**……………………………………………………………………………………**

**SECTION 1 – YOUR DETAILS**

NAME OF HIRER

CONTACT TELEPHONE NUMBER

CONTACT EMAIL ADDRESS

**HOW TO PAY**

We prefer payment by Bank Transfer but we do also accept cash or cheque, payment details are below.

You will be asked to pay a deposit upon booking, the balance is due a week before the date your booking commences.

**PAYMENT DETAILS:**

**By Bank Transfer:**

Sort Code: 403613

Account No: 31161784

Name of account: Lamorna Village Hall Committee

**By Cheque:**

Please make cheques payable to Lamorna Village Hall Committee and send to:

Phillie Witt

Avalon

Lamorna

Nr Penzance

TR19 6XL

**SECTION 4 – CONFIRMATION**

I confirm that I have read the Standard Conditions of Hire of Lamorna Village Hall (version 1.7.23) and agree to abide by them for the duration of the booking.

I also confirm that I agree not to fix or hang anything from the walls or woodwork using nails, tacks or any other form of adhesion. I am aware that, if required, suitable hanging hooks will be provided for use during this booking.

**SIGNED:**

**(HIRER) DATE**

**SIGNED:**

**(LAMORNA VILLAGE HALL REPRESENTATIVE) DATE:**