

St John the Baptist, Ermine, Lincoln

Church Hall

Booking Form

Please complete the following personal and booking details (Block capitals)

Name

Address

Postcode

Telephone

Email

Purpose of hire

Date of hire

Start time of function End time

Extra time before Hours After Hours

* Rooms required Hall Ashton Room

* Facilities required Tables Burco Boiler Crockery Cutlery

Any other special requirements

**(tick boxes as required)*

Please note that by signing this form you agree to abide by the conditions of hire for the Hall and it's facilities and to replace any items broken or damaged during the time of the hire. You are reminded that children are not allowed in the kitchen except for supervised activities and that excessive noise or loud music may result in the event being closed and future use of the hall jeopardised.

Signature Date

You are required to pay a £5 non-refundable deposit, cheques should be made payable to:

St John the Baptist PCC and sent with the booking form to
Mrs E Straw, Bookings Secretary
36 Long Leys Road
Lincoln
LN1 1DP

Where alcohol is to be consumed on the Hall premises during the hire period a refundable deposit of £50 will be held by the Hall Booking Secretary and returned after the premises have been inspected.

Booking Tariff

Hall £10.00 per hour
Ashton room £7.00 per hour
Additional setting/clearing time £2.50 per hour

Prices are reviewed annually, check website for latest prices.