

St John the Baptist, Ermine, Lincoln Church Hall

Regular Use Booking Form

Please complete the following personal details (Block capitals unless on-line)

Name: _____

Address: _____

Postcode: _____

Phone Number: _____

E-mail address: _____

Please Complete details for booking

Organisation

*if not listed please enter

Which day is the hall required?

Sun

Mon

Tue

Wed

Thu

Fri

Sat

Church Hall Booking Details

Start Time _____

End Time _____

Time Before (hours) _____

Time After (hours) _____

Ashton Room Booking Details

Start Time _____

End Time _____

Time Before (hours) _____

Time After (hours) _____

Facilities Required

Tables

Burco Boiler

Crockery

Cutlery

Any other special

requirements

Please remember you must let the Hall Booking Secretary know, before the date, when you are not using the Hall otherwise you will be charged for the booking.

Please note that by signing this form you agree to abide by the conditions of hire for the Hall and its 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 and that excessive noise or loud music may result in the event being closed and future use of the hall jeopardised.

Signature: _____

Date: _____

Booking Tariff

HALL	£7.00	Per hour
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ASHTON ROOM	£4.50	Per hour
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Additional setting up/ clearing time	£2.50	Per hour
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Prices are reviewed annually