



## Woodborough Village Hall Booking Agreement for Children's Parties

Responsible Person (please print) \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Post Code \_\_\_\_\_

Telephone Daytime \_\_\_\_\_ Evening \_\_\_\_\_

Email \_\_\_\_\_

*The above details will be used solely to process your booking and will not be passed to any third parties.*

Hire date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time \_\_\_\_\_ to \_\_\_\_\_ Total Hours \_\_\_\_\_

Hire Rate - Residents ☐ £15.00/hr

Hire Rate - Non-residents ☐ £20.00/hr

Payment Options:- 1) **BACS** for Hire charge. ☐

or 2) **Cheque** for Hire charge. ☐

*Cheques payable to Woodborough Parish Council*

**Hire charge amount** £\_\_\_\_\_

BACS immediate/Cheque dated today's date

**Note:** Details for BACS payments:- Sort Code: 60-83-01. A/c Name: Woodborough Parish Council. A/c No.: 20296962

This is an agreement between the "Responsible Person" and "Woodborough Parish Council" to hire the Village Hall as stated above subject to the Conditions of Hire attached.

"I agree to hire the Village Hall subject to the Conditions of Hire, which I have read".

Responsible Person \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

On behalf of Woodborough Parish Council \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

C Leafe

When completed this form and your cheque should be returned to the Booking Clerk  
**Mrs. C Leafe, 17 Holt Grove, Calverton, Nottingham NG14 6HW Telephone 07512 327609**  
 email:- [villagehall@woodboroughpc.org.uk](mailto:villagehall@woodboroughpc.org.uk)