

BOOKING FORM for QUORN VILLAGE HALL

Single hire



QVH Hourly Hire Fees	Residents	Non-residents	Commercial rate
Main Hall	£12	£14	£15
Council Chambers	£8	£10	£12

Deposit General hires	£30	Deposit Evening Parties	£250
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Hirer's Details:

Name:

Email:

Telephone:

Address:

.....Postcode.....

Return this form with your payment to Quorn Parish Council offices. We cannot confirm your booking without a completed form. Please inform the office if you plan to have alcohol at your event.

Type of Event (Party/ Meeting)	Approx. No Attending
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Day of the week	DATE OF HIRE/...../20.....	Time From	Time To
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Setting up and clearing away time should be included in your hire period.

VILLAGE HALL (Main Hall)

Total No of Hours	Hourly Rate	£	Total Hire Fee	£
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COUNCIL CHAMBERS (if applicable)

Total No of Hours	Hourly Rate	£	Total Hire Fee	£
Add £2 an hour for use of oven if applicable.				£

Deposit against damage (£30 OR £250) will be returned after the hire provided the premises have been left in good order and the Conditions of Hire complied with.	£
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TOTAL	£
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I confirm that I have received and agree to the Village Hall Conditions of Hire & Covid 19 Additional Conditions of Hire when applicable.

Signature.....Date.....

Office Use Only : Calendar Inv No Conf. Receipt. Access. Dep Ret