USE THIS FORM FOR BOOKINGS FROM 1 APR 2023

LONG BUCKBY COMMUNITY CENTRE

41 Station Road, Long Buckby, Northampton. NN6 7QB Registered Charity No.271609 Tel. Enguir

Website: www.longbuckbycc.org.uk

Tel. Enquiries: (01327) 844753 E-mail : longbuckbycc@yahoo.co.uk

OCCASIONAL DAYTIME USE BOOKING FORM - DEPOSIT £50

Hiredgroup name	Your Address
Type of function	Postcode
Approx. attendance number	Tel No
Date requiredfrom until	Email
Room/s required (please tick)	If a Registered Charity - Number
□ Main Hall & @ £17.50 per hour for hou Or {	ours <u>before</u> 6pm =£ The Trustee of the Centre expect all hirers and vistors to
	ours <u>after</u> 6pm =£ RESPECT
Kitchen @ £34.50 per letting	$=$ ${f f}$ • our neighbours and other Centre
□ Kitchen @ £ 6.00for minimal use per	r letting =£ users by parking responsibly • our neighbours at all times
□ Jubilee @ £ 11.50 per hour for h	hours =£ keeping noise to a minimum
□ Bar @ £34.50 per letting	• other users of the Centre • Centre staff and volunteers who
🗖 Bar 🛛 @ £11.00 without Jubilee roo	₩III –Ŧ run the Centre
Hobro @ £14.00 per hour for h	hours =£
Castle @ £10.00per hour for ho	ensuring heating and lighting is ensuring heating and lighting is kept to aminimum.
	 in sharing our facilities with
Licensed bar: Yes / No * TO	others, leaving them clean & tidy • the environment by recycling
*Name of designated responsible adult (see	e guidance on website)
Name of entertainment / caterers	
A refundable ** deposit of £ 50.00 is required by to confirm this booking.	
Preferred payment is by direct bank transfe	ier
Please include the date of the booking as the reference	Cheques should be made payable to "LONG BUCKBY COMMUNITY CENTRE"
Long Buckby Community Centre Sort Code 52-30-21	Full payment must be received by Failure to do so will result in the booking being cancelled. DO NOT deduct deposit amount from full payment - this will

**Please see Conditions of Letting on website or request a printed copy

00562270

DECLARATION

Account No.

I have read and agree to observe the Conditions of Letting. I will comply with the Fire Safety Regulations as displayed on the premises.

be returned separately.