

Leighton Village Hall – Booking Form

Please provide the following details:

Contact person		
	Name	
	Email address	
	Mobile number	
Date(s) of event	From:	To:
Time when you need access to set up?		
Time when you will have cleared up and departed?		
Please outline what the Hall will be used for		
How many people will be attending?	Adults	Children
Will this booking include	Consumption of alcohol?	Entertainment/music (either live or streamed/recorded)?
	Cooking/warming of food?	Sale of food, drink and/or entry?
What facilities would you like to use (tick all that apply)		
	Hall and Car Park	
	Car Park only	
	Kitchen facilities (e.g. warming, cooking)	
	Bar serving hatch	
	Marquee	
If you would like us to ask The Mill at Leighton to assist, please tick the services that you are requesting		
	Alcoholic drinks	
	Food	
	Cleaning of Hall after event	
	Staffing (please provide more details)	
	Other (please provide more details)	