

# Concert Room Booking Form

Print Full Name \_\_\_\_\_ Membership N° \_\_\_\_\_  
(If not a member, please add name of a member & membership N°. below)

Print Full Name \_\_\_\_\_ Membership N° \_\_\_\_\_

Address \_\_\_\_\_

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

Telephone N° \_\_\_\_\_ Mobile \_\_\_\_\_

Date Required \_\_\_\_\_ No of Guest Approx. \_\_\_\_\_

Reason for Hire \_\_\_\_\_

Time Required \_\_\_\_\_ (Late Bar till 12.30am can be requested please state)

Bar Required Yes  No

Function Incl. Bar: £50 (£20 Deposit required to Secure Room)

Children's Party: £25 (£10 Deposit required to Secure Room)

The remaining amount for the Room can be paid either before the Function  
or on the Day/ Evening of the Function.

£100 Refundable Deposit may be required for Adult Functions. This is to cover  
any damages that may occur. This must be paid 1 week before the function.  
It will be paid back the day after the event.

Signature \_\_\_\_\_

Below for Office use only - To be filled in by Secretary / Committee

Deposit to Secure Room Received: Yes  No  Amount

Deposit of £100 Req. (To be filled in by Secretary/Committee): Yes  No