

# Doultling Village Hall Booking Request Form

**Booking type:** Community Room only [  ] Community Room + Main Hall (Full Hall Booking) [  ]

**Proposed date of event:** Day ..... DD..... MM..... YY.....

**Time required to access the Village Hall:** [.....:.....] **Time expected to lock up and leave** [.....:.....]

**Start time of actual event:** [.....:.....] **End time of actual event:** [.....:.....]

**Description of event:**

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**Please provide a company name and contact number of all 'third party' persons attending your event:  
bouncy castle, catering, DJ/disco, etc:**

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**Number of people expected to attend:** ..... **Alcohol SOLD at event?** Yes [  ] No [  ]

## Hirer details (must be over 18)

**Title:**..... **First name:**..... **Last name:** .....

**Primary contact phone number:** (.....).....

**Primary contact email address:** .....

**Primary contact postal address:**

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Confirm the person signing below has read and understood the Standard Conditions of Hire Yes [  ]

**Hirer Signature:** .....

**Date of Booking Request Form completion:** .....

## Please indicate payment selection

**Payment made by bank transfer:** Doultling Village Hall 30-99-29 01409376 Yes [  ] No [  ]

**Payment made by cheque made out to:** Doultling Village Hall Yes [  ] No [  ]