

**CHRIST CHURCH + SHAMLEY GREEN**

**BOOKING FORM FOR THE HIRE OF THE CHURCH HALL**

Name of Hirer ..... (block capitals please)

Organisation.....

Purpose of use of Hall.....

Address.....

.....

..... Post Code.....

Tel: ..... e-mail: ..... Fax: .....

**FEES**

Church Hall charges are £15 per hour (10% discount will be offered to regular hirers)

Fees are payable weekly in advance via Cheque or BACS

Shamley Green PCC

Account Number: 61985171

Sort Code: 60-06-19

Reference: Hire Church Hall

Please indicate your preferences below.

Number of Hours	Start Date	End Date	Start time

**Booking Fee**, sent with the Booking Form            £ 15.00            Date paid: / /20  
(included in the charge for the hall; non-returnable)

**Security Deposit**, at least 10 days in advance        £200.00            Date paid: / /20  
(returnable on a separate cheque)

**Balance of Hire**, at least 10 days in advance        £                    Date paid: / /20

Please return this Booking Form and your cheque(s) to the Lettings Secretary:  
Miss Clare Stevens, 32, Nursery Hill, Shamley Green, Surrey. GU5 0UN. Tel. (01483) 893211  
Or email Lettingsec@hotmail.co.uk. Your booking will be acknowledged by email.

**DECLARATION**

I, ....., the Hirer, have read the accompanying  
*Conditions of Hire about the Church Hall*, and I agree to abide by them. I enclose  
payment for £

Signed ..... Date ..... / ...../20 .....