THE HOLY SPIRIT SOCIAL CLUB – BOOKING FORM

NAME (Please use capital letters)…….

ADDRESS……..

POSTCODE……..

EMAIL ADDRESS……

TELEPHONE……..MOBILE…….

DATE OF EVENT…….(The hall can only be booked 1pm on Sundays)

TIME FROM ……TO……..*

(*Please allow extra time for preparing for the event and clearing away)

CHARGES

Room Hire

……@ £25 per hour £……

Bar persons @ £6 per hour £…….

Total Cost £…….

Less Deposit £…….

Balance to pay £…….

I enclose a non- refundable deposit of £10, the balance to be paid on collection of the key. If paying by cheque, please make the cheque payable to;

West Bridgford Catholic Social Club

To arrange access and pay the balance contact Mrs Catherine Giavarini on 07854 233172 at least 4 days before your event. **Provisional bookings without a deposit, will only be held for 14 days.**

THE TERMS AND CONDITIONS ARE PRINTED OVERLEAF AND SHOULD BE CAREFULLY READ AND FOLLOWED- Please sign to acknowledge your agreement and return this form to; Mrs Catherine Giavarini, Social Centre Bookings Administrator, The Holy Spirit Presbytery, 29 Charnwood Grove, West Bridgford, Nottingham, NG2 7NT.

For office use only :

Date Form Received:	*Date Payment Received:*