

<a href="http://www.bredgarvillagehall.co.uk">www.bredgarvillagehall.co.uk</a> <a href="mailto:info@bredgarvillagehall.co.uk">info@bredgarvillagehall.co.uk</a>	<b>BREDGAR VILLAGE HALL BOOKING FORM</b>
Date Of Event	
Time Of Event/hours required	
Hirer's Name	
Hirer's Email	
Hirer's Telephone + mobile contact	
Purpose Of Hiring	
Alcohol to be consumed	Yes/No (Delete as appropriate)
Music to be played	Yes/No (Delete as appropriate)
Type of Music	Live / Recorded / Disco (Delete as appropriate)
Numbers likely to attend	
Reservation fee <i>50% of your hire fee must be paid immediately to confirm your booking</i>	£ ..... (enclosed)
Hire Charge <a href="http://www.bredgarvillagehall.co.uk">www.bredgarvillagehall.co.uk</a> for rates	£ ..... (enclosed / to be paid)
Damage Deposit <i>£50 for PM hire £200 for evening hire</i>	£.....(enclosed / to be paid)
Pay Bar Required <i>£30 fee to be added to hire fee cheque</i>	£ 30.00 (enclosed / not required / to be paid)
Balance owed	£
Terms & Conditions <a href="http://www.bredgarvillagehall.co.uk/terms-and-conditions/">www.bredgarvillagehall.co.uk/terms-and-conditions/</a> Signed	I have read and I agree the terms
Signed	
Date	

**Please contact Sue Clark for your Pay Bar and/or catering needs on 07809 204 762**

If you do not require a pay bar through Sue Clark but intend to drink alcohol on the premises we must remind you that you **must not sell alcohol** at the village hall but you may supply your own alcohol to your guests free of charge.

Should you hire the bar, you are **not** permitted to bring your own alcohol.

Keys to the hall are kept in a safe box outside the village hall. The code will be given to you in advance once all monies have been received. Keys must be returned to the box after your event.

Please return a) the booking form and reservation fee **immediately** to confirm your booking. Full booking fee including deposit to be paid 7 days prior to date of your event.

Please make cheques payable to **Bredgar Village Hall** and post to **Sian Davies, Bredgar Village Hall, Bexon Lane, Bredgar, Sittingbourne, ME9 8HB**

Should you have any special requirements or questions regarding your booking please let us know in the space below. Or email us on [info@bredgarvillagehall.co.uk](mailto:info@bredgarvillagehall.co.uk)