

3rd CLEETHORPES SCOUT HQ

Corner of Carr Lane and Cooper Road, Grimsby, DN32 8DH

Registered Charity No. 522372

Booking Form

Hirer's details

Name _____

Address _____

Contact Phone Number _____

Email address _____

Event Details.

Please describe the event. (eg 40th birthday party – talk and slide show – dance class etc)

Estimated number of people attending _____

Date and Time Required.

Date _____ Time from _____ to _____

Payment and deposit.

A deposit of £20 is payable with this booking. This will be returned after the event provided that the terms and conditions have been adhered to and the hall is left in good order.

Payment can be made by cash or cheque (please make payable to- 3rd Cleethorpes Scout Group)

If the you cancel the booking, the deposit will be forfeit.

3rd Cleethorpes Scouts would like to stay I touch with you to occasionally tell you about our special evets or offers on hall hire etc. We are really careful with your personal details and never pass them on to marketing companies etc

Yes please, I would like to receive occasional updates from 3rd Cleethorpes

No thanks, I don't want to receive occasional updates from 3rd Cleethorpes

I apply for use of the facilities in accordance with the Terms and Conditions attached.

I understand the deposit will be forfeit if the booking is cancelled, or conditions not adhered to.

I understand that confirmation of any booking is conditional on payment of the deposit and receipt of this completed form.

Signature _____

Date _____

3rd CLEETHORPES SCOUT HQ

Corner of Carr Lane and Cooper Road, Grimsby, DN32 8DH

Registered Charity No. 522372

Thank you for choosing to use our hall. All income that we receive is used to maintain our Scout HQ or to fund activities for the 3rd Cleethorpes Scout Group, which is a registered charity. You must not use the hall for any purpose other than as described on the booking form and must not sub-hire it.

At the end of your hire the hall should be left as you found it, including:

- Returning all equipment to its appointed place
- Stacking all chairs and tables safely
- Sweeping the floor
- Disposing of all rubbish

It is your responsibility to ensure that the hall is booked for sufficient time to allow set up and clearing away after any event. You must be ready to leave promptly at the end of the booked period.

In order to respect our neighbours, noise levels must be kept to a minimum and in all cases the hall must be vacated by 2300.

You are financially responsible for any damage caused during your booking period. This includes any damage to the premises or the fixtures, fittings, furniture or other contents.

Any damage to, or faults with the hall, whether caused by the hirer or not, should be reported as soon as possible to the Group please.

Conditions

The use of the hall and its facilities is permitted entirely at your own risk and the group shall not be liable for any personal injury to any user, or for any consequential loss due to its use or non-availability for use.

The Group does not accept responsibility or liability for any damage to or loss of any property or articles placed or left in the hall or any part thereof by any of the users.

Hirers must ensure that they are fully insured to cover themselves for any claim arising out of injury to the people using the hall or damage to the hall or its contents.

Smoking is not permitted in the hall or on the land immediately to the front of the building.

Under no circumstances shall any explosive or flammable substances be brought onto the premises.

Emergency exits shall be kept clear of obstructions at all times.

Thank you for supporting 3rd Cleethorpes Scout Group

Group Scout Leader: Rachel Rushmer Chair: Ashlie Hubbard District Commissioner: Mike Waters

www.3rdcleethorpes.org.uk

01472 731731

Registered Charity Number 522372 (England and Wales)



Receipt for payment of deposit

This is to confirm that a payment of £ was made as a deposit for the hire of the hall
on / / : to : .

The deposit will be forfeit if:

- The booking is cancelled
- The terms and conditions overleaf are not adhered to
- The hall is not left in good order

Thank you for choosing to use our hall. If you have any queries please do not hesitate to contact us using the details below

Signed on behalf of 3rd Cleethorpes Scout Group

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