**Bromley Parish Church**

**St Peter & St Paul**

Booking form and agreement to hire Bromley Parish Church Rooms

Please complete this form on your computer or print and fill in with a black ballpoint pen. The completed form can be emailed or sent by post. Full payment can be made by online transfer to:
Bromley Parish Church Rooms, sort code 23-05-80, account number 14357262.
Please include a reference in the format *your name/Rooms/date*, e.g. *Joe Bloggs/Rooms/12May2019*
For card payments, please telephone 020 8464 5244
Postal address: Bromley Parish Church, Church Road, Bromley BR2 0EG
Email: roomslettingagent@bromleyparishchurch.org

An agreement between the Parochial Church Council of St Peter and St Paul, Bromley (acting through the rooms management committee) and The Hirer, in respect of Bromley Parish Church Rooms as specified below.

The Hirer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Nature of function: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Office Use Only |
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Times required: from FIRST ENTRY to FINAL EXIT

Lounge: from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_

Club Room from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_

Committee Room: from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_

Large Kitchen: from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_

Youth Centre: from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_

I, The Hirer, agree to be bound by the conditions of hire and am authorised to sign on behalf of the stated organisation. I have made full payment of £ \_\_\_\_\_\_\_\_\_.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position in Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I, on behalf of the Parochial Church Council, accept your booking of Bromley Parish Church Rooms detailed above, subject to the Conditions of Hire, and acknowledge receipt of your payment of £ \_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

THANK YOU! Receipt needed? □