

Newton Leys Pavilion

Furzey Way, Newton Leys, MK3 5SP

Single Booking Form

Sports Hall: £25 per hour. Community Hall: £20 per hour
Community Rate - Sports Hall: £20 per hour. Community Hall: £15 per hour
Children party (max 4 hrs) £20 per hour. Family parties £35 per hour.
All day functions £450.00

PLEASE USE CAPITAL LETTERS WHEN COMPLETING THIS FORM

Name of User Group:						
Hirer's Name:						
Hirer's Address:						
Postcode:						
E-Mail address:						
Home Phone:				Mobile:		
Activity description:						
Space Required? (Please tick)						
Sports Hall		Community Hall			Meeting Room	
Counselling Room		Sports Hall & Community Hall				
Date: (DD/MM/YY)				Time:		
Days of the week required (please circle)						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start time (to include set up and clear up times)					Finish time	

Main hall capacity – 324 people standing
Community hall capacity – 162 people standing

DECLARATION:

By signing this application, I agree to comply with the Terms and Conditions of Hire and Fire Safety Procedures (both are attached). I also confirm that adequate Public Liability Insurance (PLI) and any other relevant insurances and licences are held. Certificates must be shown prior to the start of the hiring period and copies will be kept at the Centre. I understand that I will be invoiced at the end of each calendar month, with a strict fourteen day payment term.

Hirers Signature: _____

Print Name: _____ **Date:** _____

Official Use Only:

Hourly Charge:		Session Charge:			
Public Liability?		Expiry date:			