

## Newlands Village Hall

Bookings Secretary Jo Bright – 017687 78363 / 07814023882

| <b>Newlands Village Hall – Booking Sheet</b>   |       |
|--|-------|
| Name of hirer:   |       |
| Organisation<br>(if applicable):   |       |
| Dates/Time Requested:<br><br><b>You must include setting up time and clearing up time in your total time.</b>  |       |
| Type of Function:  |       |
| Contact details / Address:   |       |
| Telephone:   |       |
| Mobile number:   |       |
| E-mail:  |       |
| Total Cost:  |       |
| Security Deposit (where applicable:)   |       |
| I confirm that I have read and understood the terms and conditions of hire, and agree to be bound by these (terms and conditions can be found at <a href="http://www.newlandsvillagehall.co.uk">www.newlandsvillagehall.co.uk</a> ). |       |
| Signed   | Date: |

Please return via email to [newlandsinstitute@hotmail.com](mailto:newlandsinstitute@hotmail.com) or by post to Newlands Village Hall, c/o Jo Bright, Swinside Farmhouse, Swinside, Keswick, Cumbria, CA12 5UE