



Booking Form for Private Hirers

Key No:

Your Details

Name:

Address:

Email: Mobile:

Event Details

Date: Time: Type of event:

License Requirements

If you wish to make a booking that includes a licensable activity please discuss this with the Manager. This includes the sale or serving of alcohol, public dancing or music, or stage plays, or films, or similar entertainment. ESCH Ltd. does not permit hirers to obtain a Temporary Events Notice.

Booking Requirements

Main Hall Community Room Kitchen..... All rooms

Deposit, Charges and Payment Details

We require a £50 deposit to book the Hall. This is fully refundable unless you breach the Terms and Conditions of Hire. Payment must be made 28 days in advance to secure the booking.

Hire charge £.....

Deposit £50

Total Amount Due £.....

Select Payment Method

PayPal paypal@exeterstreethall
BACS Account Name: Exeter Street Hall Ltd
Sort code: 08 92 99
Account number: 65876185

If you have paid your deposit by BACS, please provide the account details to credit:

Account Name:
Sort code:
Account number:

Safety of Electrical Equipment

Do you intend to use your own or hired electrical equipment during the event? YES/NO

If YES please refer to the Terms and Conditions – Electrical Equipment paragraph (b)

Data Privacy Notice

Keeping your personal data safe is important to us. For further information please see our [Privacy Notice](#).



Hirer's Confirmation

I agree to Exeter Street Community Hall Ltd's Terms and Conditions of Hire.

I will not:

- Lose my key
- Break anything
- Cause a complaint from neighbours about noise (or anything else that might upset them)
- Leave the Hall in a mess (please leave it as clean and tidy as you found it!)

I understand that my deposit will not be returned if I fail to meet the above.

I understand that ESCH Ltd reserves the right to amend the Terms and Conditions of Hire and that I will be notified in writing of any such changes.

I am happy/not happy to be added to the Hall's mailing list to receive information about events via the Newsletter.

Signed:

Date: