WHITESTONE PARISH HALL
WHITESTONE
EXETER
EX4 2JS

www.whitestone-devon.org.uk/hall.asp

BOOKING CLERK
Mrs Pauline Fisher
Dormers
14 Church Lane
Whitestone
Exeter EX4 2JT
01392 811979
kingfisher.dormers@gmail.com

WHITESTONE PARISH HALL BOOKING

Please note that all requests to book the Parish Hall are provisional until paid for

You have made a reservation to book the Parish Hall. Please complete the boxes below and return this form to the booking clerk (address above) with a cheque for the amount due in the envelope provided.

Name of hirer	
Organisation/Event	
Address	
Post Code	
Telephone No	
email	

Please note that an uncharged (free) 1/4 hour is permitted both before and after any booking to allow for setting up and packing away. If a longer period is required, the extra time should be included in the overall booking.

Date*	Start Time	End Time	Room	Charge
			All the rooms in the hall (except Billiard Room & Green Rm.) - includes the main hall, hall extension, stage, kitchen, etc.	£10.00 per hour (minimum 2 hours then per ½ hour) **Applies UP TO 10:00 p.m.**
				£15.00 per hour (minimum 2 hours then per ½ hour) **Applies AFTER 10:00 p.m. only**
			Billiard Room including kitchenette	£5.00 per hour (minimum 2 hours then per ½ hour)
			Green Room	£3.50 per hour (minimum 2 hours then per ½ hour)

Description of event

If alcohol is to be supplied/sold and a Temporary Event Notice (TEN) is being served on Teignbridge District Council (see Conditions of Hire – item 5), between what times will alcohol be sold

……

I acknowledge that I have received and agreed to all the terms and conditions set out in the attached Standard Conditions of Hire.

Signed ..... **Date** .....

Cheques should be made payable to WHITESTONE PARISH HALL.