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

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Additional information required

1. If alcohol is to be supplied/sold and a Temporary Event Notice (TEN) is being served on Teignbridge District Council (see Conditions of Hire–item5), between what times will alcohol be sold ……

2. Is an information sheet on using the Hall's Hearing Loop required YES ☐ NO ☐

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.