

EASINGTON COMMUNITY HALL

BOOKING FORM AND HIRE CHARGES

Current charges (from 1 January 2018) All rates charged per hour	Main Hall (per hour)	Meeting Room (per hour)	Both (per hour)
Regular Village Hirers	£8.50	£7.00	£15.00
Private Hirers	£15.00	£8.00	£20.00
Commercial Hirers	£25.00	£20.00	£40.00

Hire of tea and coffee making facilities are included in the hourly rate for Regular Village Hirers.

Minimum period of hire for the Main Hall and Meeting Room is one hour.

NAME: ORGANISATION:

ADDRESS:

.....

POST CODE: TELEPHONE No:

E-MAIL:

TYPE OF EVENT:

(Party, reception etc)

DATE OF HIRE: / / FROM: TO:

**Please state the exact start and finish time of hiring period as this information is required for opening
And closing of the Hall.**

Rooms required, please indicate which ones

MAIN HALL

MEETING ROOM

KITCHEN

PLEASE READ AND AGREE TO THE CONDITIONS OF HIRING BEFORE SIGNING

SIGNATURE: DATE:..... / /

Please return completed booking forms to the Booking Clerk: Mrs J Kettley
3 Eastcliffe, Beck Lane, Easington, HU12 0TX Tel: 01964 650450 E-Mail: janet.kettley@btinternet.com

An Invoice will be sent with details of the booking and all cheques to be made payable to the **Easington
Community Hall** and sent to the Treasurer.