

Countess Wear Village Hall Booking Form

Please read the accompanying 'Information for Hirers & Terms of Use' and 'COVID-19 Safe/Secure Operating Procedures' documents before filling in the booking form below to hire one of our spaces. Confirmation of your booking will be given once a completed form & payment have been received.

YOUR DETAILS

Name: _____

Organisation/Company (if applicable): _____

Contact number: _____

Email address: _____

Address: _____

ABOUT YOUR EVENT

Purpose for hire: _____

Date required: _____

Approx. number of people: _____

Time of arrival: _____

Time of departure: _____

Which space(s) would you like to hire? (Please tick)

- Main hall (£15 per hour)
- Meeting room (£12.50 per hour)
- Kitchen (£5 per rental)

Total amount due: £_____ (Please get in touch before filling out if you'd like confirmation of fees)

Payment will be made via: BACS Cheque

Made payable to; Countess Wear Village Hall, account no: 87213287, sort code: 090153.

Cheques to be posted to 60 Exe Vale Rd, Exeter, EX2 6LF.

Completed booking forms can be sent back by post to 60 Exe Vale Rd, Exeter, EX2 6LF or by email to countesswearvillagehall@gmail.com. Please tick to confirm that you have read and agree to the 'Terms of Use' and the 'COVID-19 Operating Procedures' in the accompanying documents.

The information provided on this form will be held by the management committee for administration purposes and will not be passed on to any other person or organisation. Please tick if you would like to be added to our mailing list for Village Hall updates and information about events.