

Fanshaws Room Committee

FANSHAWS ROOM

Brickendon Liberty Parish Hall, Brickendon Green, Herts SG13 8PG

BOOKING FORM/INVOICE

During the current pandemic no booking is confirmed until this form is signed by the Hirer and returned to the booking manager before collecting the key.

Date(s) required:

Time:

Description of event:

Name of Hirer:

Address:

Telephone:

email:

Amounts due:

Cheque made out to Brickendon Fanshaws Room Management Committee to be sent not later than fourteen (14) days before the event. Receipts for cheques will not be issued

Tables and chairs are for use inside the hall and should not be removed for any reason.

As the 'Hirer' I agree to be present in the Hall throughout the hiring and have read and agree to abide by all the 'Conditions of Hire' which I will keep with me during the hire period.

I have also read the additional Conditions regarding Covid19 guidance and agree to provide and use sanitizer on all equipment used during the period of my hire both before and after use. I also agree to follow all Covid19 Government recommendations regarding the safety of everyone present during my hiring of the Hall and the wider public.

Signature of Hirer..... Date.....

Please send your cheque to:

Brenda Lambie, 'Greenside', 9 Brickendon Green, Brickendon, Herts, SG13 8NZ
(01992 511551) brendalambie@hotmail.com)

Unless otherwise arranged, collect, and return, the key from this address which is the first house opposite the Farmer's Boy PH on the road towards Brickendon Golf Club