



Roseisle Hall Application for Hire

(PLEASE USE BLOCK CAPITALS)

Responsible person:			
Address:			
Telephone:		Mobile contact for the day of hire:	
Email:			

Purpose of Hiring

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Period of Hire

Date	Time.
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- I/we have read and understood the Conditions of Hire and agree to abide by them.
- I/we will give to the hall committee details, including a risk assessment for any hazardous activities (including bouncy castles) before the hire takes place.
- I/we understand and will ensure that bouncy castles will not be used inside the hall.
- I/we agree that any electrical equipment brought into the hall will have a valid PAT certificate.
- I/we are aware that the hall committee will securely keep the information I provide for 5 years and will dispose of it securely after this time.

Signature Date

Payment of the full amount will be required one month prior to hire date.

Regular hires will be invoiced at the beginning of each month.

We prefer payment by BACS to

Roseisle Hall, Co op bank, Sort Code: 08 92 99, Account no: 67240010 Ref: date of hire

If this is not possible, please contact us to arrange payment on roseislehall.bookings@gmail.com

You will receive a confirmation email as a receipt for your payment and booking. Our cancellation terms are given on the website and in our Conditions of Hire.

Please return a signed copy of this form by email to roseislehall.bookings@gmail.com or by post to Roseisle Hall, College of Roseisle, Elgin IV30 5YF

