

DUNSTON VILLAGE HALL MANAGEMENT COMMITTEE

(Registered Charity No 514319)

Dunston Village Hall, Chapel Lane, Dunston, Lincoln, LN4 2ET

MULTIPLE DAY/WEEK BOOKING FORM

I (Mr/Mrs/Miss)					
Address					
On Behalf Of (Organisation or Company)					
Contact Number(s)		<u>e-mail</u>			
Apply for the use of the facilities detailed below and, in if this application is confirmed, I agree to accept the Dunston Village Hall Conditions of Hire, a copy of which I have retained.					
Signature			Date		
HIRE DETAILS					
Intended use of the premises					
↓					
WHICH ROOM/S DO YOU WISH TO HIRE?					
<input type="checkbox"/>	Main Hall.(MH)	16m by 8m: Accommodating up to 175 people; With Stage and adjacent kitchen, with serving hatch into the hall, and access to Gents, Ladies and Disabled toilets facilities.			
<input type="checkbox"/>	Lamyman Room(LM)	8m by 7.4m: Accommodating up to 45 people. Bar area with a sink unit, Gents and Ladies toilets.			
<input type="checkbox"/>	Both Rooms(BH)				
HIRE PERIOD(S) REQUIRED					
Room*	Day(s) of week	Date(s)		Time(s)	
		First Day	Last Day	Start	Finish

*(If you require different rooms for different dates/times indicate which in the Room Column i.e. MH-LM –BH.) See next page for how to complete.

Return this form to the Village Hall Manager
Dunston Village Hall, Chapel Lane, Dunston, LN4 2ET

vhmgr@dunstonvillagehall.co.uk **07458304057**

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1. For an **all Day or a weeklong Hire** state "all day" or "week course" in Intended Use Field and complete the first line of Hire Period field only.
2. For **Same day/hour over multiple weeks** complete additional lines for each session. If a continuous booking, you **must** enter an end date of no longer than 12 months. To continue with your regular booking, complete a new form annually.
e.g. Mon; 21/3/12 -10/11/12; 09:00-11:00, and on the next line Wed 23/3/12 –12/11/12
or Thursday 03/02/22 to 26/01/2023 19:00 – 20:00

ANY OTHER REQUIREMENTS (Additional Access will be based on Hourly rates):

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