EAST GOSCOTE VILLAGE HALL



East Goscote Village Hall Management Committee

Long Furrow,

East Goscote, Leics

Phone 0116 260 2202

**APPLICATION TO BOOK THE HALL**

Name

Address

Post Code

Tel No

Date Required

Time (This time must include set up and clean up) FROM TO

Deposit £ Paid

Cost £ Paid

**Any cancellations of less than 7 days before the booking will incur an admin charge of £15**

**ALL PAYMENTS MUST BE IN CASH**

The Hall must not be left unattended at any time.

A responsible person must be present during the hire period.

The premises must be left in a clean and satisfactory condition.

ALL LIGHTS MUST BE SWITCHED OFF.

The keys are to be returned, after all doors and windows are secured.

**THE COMMITTEES DECISION IS FINAL**

Office opening times: Monday, Tuesday and Thursday 9.30 to 3pm