

Birstall Parish Council

Council offices, Birstall Rd, Birstall, Leicester, LE4 4DH

Tel: 0116 267 6191 Email: info@birstallpc.org.uk

Hallam Fields Hall Booking Form

Today's Date	
Booking Name	
Address	
Telephone No	
Email	
Date Of Hire	
Time From/To (including set up/clear up time)	
Event Type	
Signature of Hirer (I have read and agree to all terms and conditions of hire)	

Hall Hire Charges

Holds 60 seated and 80 standing (insurance limit is 80 Max)

£25 Deposit to secure your date (no provisional bookings)

Mon – Fri 9-6pm	£10 Per Hour + VAT	
Mon – Thu 6-11pm / Fri 6-11pm	£15 Per Hour + VAT £25 Per Hour + VAT	
Sat / Sun 9-6pm	£15 Per Hour + VAT	
Sat/Sun 6-11pm	£25 Per Hour + VAT	
Meeting Room (holds 12 max)	£25 + VAT Flat rate additional to hall booking Hourly rate same as per hall charges	Please tick ✓ <input type="checkbox"/> Additional booking <input type="checkbox"/> Hourly rate
Refundable Deposit	Evening/weekend bookings 6pm onwards All other times (depending on nature of event.	£250 £100

Emergency Contact Numbers: Mon - Fri Les Allott 07368107849
Sat/Sun Sophie Bayliss 07947622360

