

### 3rd Party Application for the Hire of St Stephen's Church Hall

*Please note that the associated hire agreement must be read and signed along with this application for hire.*

Name of hiring organisation (or person's name if personal booking)	
Nature of organisation (if applicable)	
Contact Name, Address & Postcode of hirer	
Telephone Number	
E-mail	
Rooms and equipment required	
Purpose for the hire of the hall	
Date of hire	
Time in and Time out:	

**2022 Current Hire Charges:**

- Children's Party £35 for 4 hours (£15 Non-refundable deposit required to secure booking)
- Other Events £50.00 for 4 hours (£25 Non-refundable deposit required to secure booking)
- Additional Hourly Rate: £12/hour
- Commercial Rate: £22/hour

**Payment:**

- Please make payment to: St Stephens Steeton PCC, Account No: 20724572, Sort Code: 40-26-01
- Please quote event name and date when making the payment AND
- Call or text Lynda on 07906844075 to confirm payment has been made.
- Please return this signed form by email to [lyndacorser58@gmail.com](mailto:lyndacorser58@gmail.com)

**Declaration & Signature:**

I confirm that the information on this hire booking form is correct and that I have read the hall hire agreement.

Name.....

Address.....

Phone/email.....

Signature on behalf of the organisation .....

Date .....