



# Langwith Parish Council



Whaley Thorns & Langwith Village Hall, Portland Road, Langwith, Mansfield, NG20 9EZ  
Telephone: 01623 746498, langwithparishcouncil.gov.uk

## Whaley Thorns & Langwith Village Hall Venue Hire / Booking Enquiry Form

### **Client Details:**

Name/Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone No: \_\_\_\_\_

### **Booking Details:**

Booking Date \_\_\_\_\_

*Please tick one*

Village Hall & Kitchen

Computer Suite & Kitchen

Conference room & kitchen

Date Required \_\_\_\_\_

Start Time \_\_\_\_\_

Finish Time \_\_\_\_\_



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## Number of hour's room required

*Please allow time for setting up/clearing away.*

£10 per hour

£25 for 3 hours

Special weekend rate – all day Friday, Saturday or Sunday £80 per day.

Number of hour's \_\_\_\_\_

Total price to pay \_\_\_\_\_ *(to be paid 14 days prior to the booking)*

Please note there is a £50 refundable deposit required for all bookings which will be returned once the room has been checked to ensure no damage has occurred.

I confirm that I have read and signed the terms and conditions of hire and agreed to pay the hire fee 14 days prior to the booking

Signed \_\_\_\_\_ Date \_\_\_\_\_