Bedern Hall Booking Form

To: Bedern Hall Co. Ltd, Bedern, YORK. YO1 7AL
We must receive this form and a deposit to be able to confirm your booking.

You and your Organisation

Name:

Organisation:

Address:

Telephone:

Email:

Precise description of your event:

Your Event

Date of your event:

Time of event: from
To

Numbers attending:

Room Layout required:

Is catering required:

Do you wish to hire AV equipment?
(Please list)

Other requirements:

Room Hire Charges

Room	***Required?***	***Cost***	*Notes*
Main Hall		£	
Committee Room		£	
	TOTAL COST	£	
	DEPOSIT	£ 50.00 (non-refundable)	*Payable to Bedern Hall Co. Ltd*
	BALANCE DUE	£	*Due within 14 days after your event*

DECLARATION: I confirm that I have read and understood the Booking and Catering Conditions detailed and agree to abide by them.

SIGNED: ***DATE:`***