



2011

email: bookings@bishopsnymptonparishhall.org.uk
Tel: Laura Verney 07920034808

BOOKING FORM

Name/Contact:

Organisation:

Address: Postcode:

Daytime Tel: Evening Tel:

e-mail:

Function Hire		HIRE TARIFFS		Payment
Please tick box below		Non-BN Resident	BN Resident	Required with booking
<input type="checkbox"/>	Wedding Package * Hall, Kitchen and Dennis Gunn Room <i>From 1pm Friday; all day Saturday & until midday on Sunday morning</i>	£400	£200	20% deposit
<input type="checkbox"/>	Evening Party incl. set up * Hall, Kitchen and Dennis Gunn Room Hall Only	£140 £100	£80 £50	Payment in Full Payment in Full
<input type="checkbox"/>	Daytime/Childrens Party* Hall incl. kitchen for tea and coffee only <i>(kitchen and Dennis Gunn Room available at extra cost, please enquire)</i>	£50	£30	Payment in Full
<input type="checkbox"/>	Funerals/Christenings Hall and Kitchen <i>(Dennis Gunn Room available at extra cost, please enquire)</i>	£60	£40	Payment in Full
<input type="checkbox"/>	Elections Hall or Dennis Gunn Room	£150		Payment in Full

Payment in full is required when booking (with the exception of a Wedding booking). Should you wish to cancel your booking, 80% of this payment will be reimbursed to you providing a reasonable amount of notice is given. Wedding Package Deposit is non refundable.

* A bond is required when booking the hall. See the Terms and Conditions for further information

Sessional Hire - small event / clubs only				HIRE TARIFF per session		Payment
Please tick box below				Non-BN Resident	BN Resident	Required with booking
Hall	Morning <input type="checkbox"/>	Afternoon <input type="checkbox"/>	Evening <input type="checkbox"/>	£35	£17.50	Payment in Full
<i>Hall hire includes use of kitchen for Tea/Coffee only</i>						
Kitchen	Morning <input type="checkbox"/>	Afternoon <input type="checkbox"/>	Evening <input type="checkbox"/>	£25	£12.50	Payment in Full
Dennis Gunn Room	Morning <input type="checkbox"/>	Afternoon <input type="checkbox"/>	Evening <input type="checkbox"/>	£20	£10	Payment in Full
Parish Office	Morning <input type="checkbox"/>	Afternoon <input type="checkbox"/>	Evening <input type="checkbox"/>	£20	£10	Payment in Full

Session Times: up to 1pm; 1pm - 6pm; 6pm - 11pm For other times speak to Booking Secretary

Day: Month: Year: Calculated Hire Total
Bond amount req.?

Start Time Including setting-up time End Time: Allow time to tidy up

Alcohol: Do you wish to sell alcohol? Please tick Yes or No Yes No

If yes, are you arranging your own bar? Details

**A licence will be required, allow 21 days to apply from NDC
A copy must be sent/emailed to the Booking Secretary**

**I HAVE READ & AGREE TO BE BOUND BY THE BISHOPS NYMPTON PARISH HALL TERMS AND CONDITIONS, please tick the box and sign
No booking can be processed until the T & Cs have been agreed - ESPECIALLY TO THE MUSIC/ALCOHOL RESTRICTIONS.**

Signed: _____ Print Name: _____ Date: _____

Once you have completed this form please send a copy together with your payment, and bond if applicable to:

Laura Verney
Crosse farm
Bishops Nympton
South Molton
EX36 4PB

or email: bookings@bishopsnymptonparishhall.org.uk

Cheques to be made payable to Bishops Nympton Parish Hall, or payment by BACS: sort code: 55-50-29 A/C 61063479

Issue date Jan 2017
Deposits are non-refundable

If you have questions please contact
Laura Verney 07920034808