



est. 2011

BISHOPS NYMPTON PARISH HALL

PRIVATE FUNCTION BOOKING FORM

contact: bookings@bishopsnymptonparishhall.org.uk
or Laura Verney: 07920034808

Name of Contact:	
Date of Function:	
Address:	Postcode:
Resident within which Parish?:	
Telephone Number:	or:
E-mail:	

Please state the type of function **or** select from the list below: *circle appropriate pricing box below*
(for residents within Bishops Nympton Parish a reduced rate applies; Bishops Nympton residents ONLY)

	rate	res.rate	bond req.
Children's Party (up to age 15) - includes hall and kitchen, 5 hour session to be arranged with booking secretary	<u>£60</u>	<u>£40</u>	<u>£50</u>
Luncheon / Afternoon Party - includes hall and kitchen, timings that include 'lunchtime period' and kitchen beforehand for onsite food preparation	<u>£75</u>	<u>£50</u>	<u>£50</u>
Evening Party - includes hall, Dennis Gunn room and kitchen, all facilities available from 6pm for setting up unless pre-arranged with booking secretary	<u>£120</u>	<u>£80</u>	<u>£200</u>
Full Day Event (8am - 5pm) - includes hall and kitchen i.e. fundraiser event/day club/open day/funeral/christening - extra time required is subject to a small fee, please speak to our booking secretary for more information	<u>£120</u>	<u>£80</u>	<u>£50</u>
Half Day Event (up to 5 hours) - includes hall and kitchen, i.e. meeting/seminar/coffee morning/funeral/christening or any half day booking	<u>£60</u>	<u>£40</u>	<u>£50</u>
Kitchen Only (per 5 hour session) - full use of all kitchen facilities, maximum 5 hour session - HIRER IS LIABLE AND ALL BREAKAGES WILL BE CHARGED FOR	<u>£30</u>	<u>£15</u>	-

Other:

Additional Space available:

	rate	res.rate
Dennis Gunn Room - measuring 4.2m x 6.7m can adjoin hall via bi-folding doors and kitchen through small catering hatch (available per session- 9am-12pm, 12pm - 6pm, 6pm-12pm)	<u>£30</u>	<u>£15</u>

Start Time (incl. set up):

Finish Time (incl. tidy up):

Do you require Bishops Nympton Community Club to provide a bar at your event? YES NO
if so and depending on availability the club organiser will contact you directly to discuss requirements using the details provided
above; there is no fee for this bar service. **If you choose to use an alternative licensed outside bar there is a charge of £100.**

* Please note - if you are using an alternative method to sell alcohol a licence will be required, allow 21 days to apply for a Temporary
Event Notice (TENs) from North Devon Council, a copy **MUST** be sent to the Booking Secretary **PRIOR** to your event taking place.

Running your own bar requires a licence also but does not incur a fee.

I have read the terms & conditions and agree to adhere to them and understand that the bond payment will not be reimbursed should
any of these stipulations be breached; I recognise that the premises must be in a re-hireable condition before end of agreed hire time.

signed:

date:

Once completed please send a signed copy of this form along full payment and bond payment to:
Laura Verney, Crosse Farm, Bishops Nympton, South Molton, Devon, EX36 4PB.

Cheques made payable to Bishops Nympton Parish Hall or by BAC's account: 61063479 sort:55-50-29