



LONG ITCHINGTON COMMUNITY CENTRE
ACCOMMODATION BOOKING FORM

Lettings Secretary: Linda Clark Phone: 01926 814255

Applicant's Name **Phone**

Organisation

Address

Post Code **eMail**

ACCOMMODATION REQUIRED (Please tick)

Community Centre Hall & Kitchen	<input type="checkbox"/>
Dual Use School Hall	<input type="checkbox"/>
Overflow Car Park	<input type="checkbox"/>

Date of Event

Additional Date(s)

Nature of Event

Starting Time **Duration** **Hours**

Estimated number of people expected

Are the general public to be admitted?

Yes	No
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Is an admission charge to be made?

Yes	No
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Do you have Public Liability insurance?

Yes	No
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I have received a copy of the conditions for the use of the premises and agree to be bound by them. Any licences required under the Theatres and Cinematographic Acts will be observed, as will any requirements of the licensing justices. I agree to pay the charges due as required and confirm that I have read the Summary of Booking Rules and Fire Regulations.

Signature **Date**

A booking may be cancelled without charge providing the Lettings Secretary receives 48 hours notice

Please make cheques payable to "LIPC (Community Centre)"



PLEASE REMEMBER TO

***** RECYCLE *****

RECYCLABLE:

GLASS BOTTLES, CANS AND PAPER

TETRA-PAK, PLASTIC BOTTLES AND CARDBOARD

RECYCLING BINS:

Please use the appropriate bins provided (next to the cooker)

Large BLUE, GREEN and GREY BINS can be found outside
the back door of the kitchen

Further information is available in the Community Centre

THANK YOU!

on behalf of the

LONG ITCHINGTON COMMUNITY CENTRE

in association with

L.I.F.E. (Long Itchington & surrounding villages For the Earth)