

POLO FARM SPORTS CLUB

Littlebourne Road, Canterbury, Kent CT3 4AF
Telephone: (01227) 769159 www.poloform.org



PAVILION BOOKING FORM

MEMBERS

Date Required / /20 Hours Required to Numbers Attending

Requirements: (please delete as applicable)

Clubhouse YES / NO

Bar YES / NO

Kitchen YES / NO

Reason for Function (e.g. 18th Party)

Name of Hirer:

Address:

.....

Post Code Daytime Tel. No.

Evening Tel. No. Mobile No.:

Rules of Hire

- All bookings must be made via **Mr. Dick Laslett, 1 Highborough Cottages, Foxborough Hill, Woodnesborough, Sandwich CT13 0NY.** Tel.: 07702 459332 and a booking form must be completed
- Payment is required in advance.
- The hirer will be liable for all damages to Club property howsoever caused.
- A holding deposit of £100 will be payable at the time of booking. This will be returned if there is no damage to the property.
- If the hirer does not want to clean up at the end of the function then a further charge of £40 will be made.
- If the applicant is under 18 years of age, either a parent or Guardian must sign this form. Or, in the case of a school application, by the Head Teacher.
- Supervision of under 18's is mandatory and the declaration (see below*) detailing the numbers of adults who will be present must be completed.
- Under age drinking is prohibited and bar staff have the right to request proof of identification / refuse service.
- All bookings are subject to ratification by the executive committee.

Charges: (please tick)

Pavilion Hire £58.75 (including VAT)

Clearing Up £40.00

Declaration:

I agree to the above conditions and enclose one cheque for £ _____
and one cheque for £100 being the holding deposit against any damages.

(Cheques should be made payable to Polo Farm Sports Club)

* I confirm that there will be adults present for the duration of the booking and that

I am the applicants (Please state your relationship - see Rule 7)

Signed Date

For office use only: Agreed by P.F.S.C. Exec. on Amount Recd.
Damage Chq. Returned/Destroyed