

POLO FARM SPORTS CLUB

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



PAVILION BOOKING FORM

NON - 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

1. 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
2. Payment is required in advance.
3. The hirer will be liable for all damages to Club property howsoever caused.
4. 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.
5. If the hirer does not want to clean up at the end of the function then a further charge of £40 will be made.
6. 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.
7. Supervision of under 18's is mandatory and the declaration (see below*) detailing the numbers of adults who will be present must be completed.
8. Under age drinking is prohibited and bar staff have the right to request proof of identification / refuse service.
9. All bookings are subject to ratification by the executive committee.

Charges: (please tick)

Pavilion Hire £145.70 (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