



**Bookings Secretary**  
 Mrs A Heywood,  
 33 North Moor Road,  
 Flamborough YO15 1BQ  
 Tel: 01262 851559  
 Or email: [flamvillagehall@gmail.com](mailto:flamvillagehall@gmail.com)

## BLOCK BOOKING FORM

Please read the attached Conditions of Hire carefully before completing this form

### CONTACT DETAILS OF HIRER:

Name:
Full Postal Address:
Email address:
Contact number:
Organisation's Name (if applicable):

### BOOKING DETAILS:

Event Description:	
Start of Hire Period: <i>Time from which you need access to the Hall to start to set up</i>	
End of Hire Period: <i>Time you intend to leave the Hall after clearing up</i>	
<i>Hire Period = the total period of occupation of the Hall ie. set up + the event itself + clearing up</i>	

<b>WEEKLY – Please state</b>			
Day of Week		Start Date	

<b>MONTHLY/QUARTERLY - Please tick required months and state required dates</b>					
Jan	Feb	Mar	Apr	May	Jun
Jul	Aug	Sep	Oct	Nov	Dec

**Note if consumption of alcohol is involved a TEN (Temporary Event Notice) may be required - contact East Riding of Yorkshire Council for advice**

FACILITIES AVAILABLE:	Hourly Rate	Please tick as required
Use of Kitchen/Committee Room only	£7	
Use of Main Hall only	£13	
Use of both Main Hall and Kitchen/Committee Room	£18	

### HIRE AGREEMENT:

I confirm that I have read, understood, and accepted the Conditions of Hire.		
I understand that:		
<ul style="list-style-type: none"> <li>the booking is not confirmed until this signed form has been received by the Bookings Secretary</li> <li>a Cancellation Fee, should the booking be cancelled, may be applied</li> </ul>		
Signed:	On behalf of:	Date: