

HALL BOOKING FORM

Name of Organisation
Keyholder for the Organisation Name and Address <div style="text-align: right;">Post Code</div>
Telephone Number
E-mail address
Role within the group: (Chairman, Secretary, Leader etc)
Accommodation required <i>Church Sanctuary / McLaren Hall / Restalrig Hall / Hanlon Centre/ Simpson Centre/ Kitchen *</i> * circle the accommodation your group requires
Times required: <i>Group</i> starting time: <i>Group</i> finishing time: How much preparation/clear up time do you need? 15 mins / 30 mins*
Dates required: Term starts: _____ Term ends: _____ Term starts: _____ Term ends: _____ Term starts: _____ Term ends: _____

I understand that the halls are let subject to tenants abiding by the Terms and Conditions as laid down by the St Margaret's Parish Church Kirk Session.

Signed

Dated