

Play Space: Burghley Road Under Fives Community Centre

23 ½ Burghley Road, London N8 0QG | burghleyrd@outlook.com | Tel: 0208 888 4664

BOOKING FORM

Name of hirer	
Full address and postcode	
Telephone (home and Mobile)	
Email	
Date of Function	

Please tick the following:

<input type="checkbox"/>	I confirm I am hiring Burghley Road Under Fives Community Centre for a child's party (under 8 years of age).
<input type="checkbox"/>	I have read and accept the conditions of hire
<input type="checkbox"/>	Please tick if you are happy for us to add you to our mailing list about events or to request feedback about your booking

SIGNATURE

DATE

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PLEASE RETURN COMPLETED FORM TO burghleyrd@outlook.com

FOR OFFICE USE

Condition of hire form/given by	Date

Deposit received by	Amount	Date

Hire Fee received by	Amount	Date

Hire keys given to	Date	Hire keys reference No.

	Please note any breakages/damage/cleaning required/late vacation of premises
	Return keys
	Return of deposit