



Booking Form for Hire of Church / Vestry Hall

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| Hirer's Details: | |
| Organisation Name | |
| Contact Name and Address | |
| | |
| Phone No | |

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|-------------------------|--------|--------------|--------|
| Booking Details: | | | |
| Vestry Hall | Yes/No | Church | Yes/No |
| Date of Booking | | No of People | |
| Time from | | to | |

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| <p>Insurance</p> <p><i>Church Groups (PCC Approved) are covered under the church insurance policy. Community groups are required by the church insurers, (Ecclesiastical Insurance Group) to have public liability cover to a minimum of £2 million. A copy of your insurance document is required.</i></p> <p><i>Insurance for private events should be discussed with the Church Administrator.</i></p> |
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| <p>Confirmation:</p> <p>I have read and accept the attached terms and conditions of hire:</p> <p>Signed.....Date.....</p> |
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| <p>Approved:</p> <p>Administrator.....Date.....</p> |
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Please return completed form to: The Benefice Office Christ Church,
 Christ Church Close
 Nailsea
 BRISTOL BS48 1RT
 Tel.01275 859210
www.christchurchnailsea.org.uk

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|------------------------|--------------------------|--------------|--------------------------|---------|--------------------------|
| Office Use Only | | | | | |
| Entered in Diary | <input type="checkbox"/> | Sound System | <input type="checkbox"/> | Access | <input type="checkbox"/> |
| PLI | <input type="checkbox"/> | Insurance | <input type="checkbox"/> | Deposit | <input type="checkbox"/> |