

Application form for the occasional hire of Holy Trinity Church and Community Centre (HTCCC)



Please fully complete the form below using the Terms and Conditions v1.0 as a reference.

Name of organisation (if applicable):

Name of applicant arranging the hire (and role within organisation if applicable):
.....

Address:

Phone number:

Email:

Date of hire:

Purpose of hire:

Number of people expected to attend: (Please note the maximum number is [60])

Time of hire: Arrival time: Event start time:

Event end time: Departure time:

Facilities required: fill in yes / no as appropriate and note details:

Downstairs Hall:

Kitchen:

Church:

Hirer's checklist:

Please include the following documents / evidences with your application

Proof of ID Copies of any relevant PAT certificates £100 Deposit Payment

Confirmation:

I confirm that the information given on this form and supporting documents is current and correct. I confirm that I have received, read and understood the Terms and Conditions of Hire for HTCCC hall and agree to abide by them. Payment must be made in line with the Terms and Conditions

I confirm and agree to pay £ 20 per hour number of hours in full with a £100 deposit Total £.....

Sort Code: 01-00-39 Account Number: 25202316

Signature of applicant:

Date of application:

Once completed, please return to:

Liz Young, Holy Trinity Community Centre, Dean St, Ashton under Lyne, Tameside, OL6 7HD

Tel 0161 339 0236 Email: holytrinityccc@outlook.com

Signed on behalf of HTCCC: Date: