

Princetown Village Centre Booking Form**Booking Ref No:**

Hirer Representative:		Date:		
Organisation:				
Address:				
Telephone (home):		Telephone (office)		
Mobile:		Email:		
Date(s) required:				
Times:				
Facilities Required:	AM	PM	Eve	All Day
Main Hall				
Small Hall				
Kitchen				
Foyer				
Nurses Room				
Anticipated number of attendees?		Will this be a public/private/commercial		
Details of Booking (layout, equipment, catering)				

Office Use

Person Opening		Cost	
Person Closing		Extras	
Invoice No		Total	
Payment rec. date		Deposit	
Cash / Cheque		Balance	