

Application to use

St Barnabas Community Centre

1. Your name, and (if applicable) the name of your organisation:
2. Please state a brief description of the activity you want to undertake in our premises:
3. Dates and times you wish to use our premises (these times are the open up and lock up times):
4. Room(s) in our premises you would like to use:
5. State any additional requirements you have (if none, please state 'None'):
6. Contact details of the person responsible for the booking:
7. Name, address and telephone number of the person supervising the activity (if different from the person responsible for the booking):
8. In the case of activity involving children has your organisation agreed to comply with the Government's suggested guidelines 'Safe From Harm'? YES/NO
9. Is your organisation a registered charity? YES/NO
(If 'yes': please give charity number)

	Signatures
I agree to clear up and leave the Hall in the state I found it	
I agree to take with me ALL the rubbish generated during my event	
I agree not to hire or use a bouncy castle in the Hall during my event	
I agree not to undertake or promote any political activity in the Hall during my event	
I agree to leave the Hall at the time stated above	
I understand that the full hire fee will be payable before my use of the building commences	
I have read the conditions for the use of the church premises, and I agree to abide by them entirely.	
I agree not to allow more than 125 people in the Hall during my event	
Data protection: I allow the Church to retain this form	