



**halls
for all**
MEETINGS·CONFERENCES·SEMINARS

The ideal venue for your
corporate or community event
Moss Lane, Leyland, PR25 4XA

07554 588 818

Booking form

Name of Hirer/Company

Address

Contact name and phone number

Which hall do you require (please circle)

Main Hall

Small Hall

Conference Room

Date(s) Hall required

Start time

End time

What do you require the room for? (meeting, activity, etc.)

Do you require use of the shared kitchen facilities?

If you wish to use the kitchen, you must fill in a Kitchen Hirer Agreement form. Please tick to confirm you have filled in and submitted a Kitchen Hirer Agreement form.

Please indicate any special requirements:

Please note: in signing this form you agree to uphold the conditions of hire, which are included in our Booking Information Leaflet.

Signature

Date

The cost of hiring per hour is: Large Hall £

Small Hall £

Conference room £

NB. Halls for All is a non-profit making organisation run for the benefit of all approved organisations. (Reg. Charity 1131639)
All proceeds of hire are for care, maintenance and the utility charges.