Events Booking Form (B)

(122 Aberdeen Street)

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Aberdeen Street
Church Of God Of Prophecy
Birmingham B18 7DL
0121-551-3919

NAME OF PERSON/ORGANISATION BOOKING THE EVENT

Full Name :

Organisation :

INDIVIDUAL/ORGANISATION CONTACT DETAILS

Full Address

City : County :

Postal Code : Country :

Phone Number : Email Address :

INDEMNITY INSURANCE DETAILS

Policy Holder : Policy Number :

Contact details :

Effective date : End Date :

Insurance Company details

Coverage details

Signature : Indemnity Limit :

I have reviewed and signed the booking hire policy

	Yes	No
I have submitted my security deposit of £150 , and a payment towards my event booking		
I have reviewed and signed the booking , HireTerms and conditions		

I affirm that my answers are truthful and thorough, recognizing that supplying false information could result in termination of my event

Date : Signature :

Reverse Side

EVENT INFORMATION

Event Name : Event Type

Event Start : Event break Event Finish

Access time : Leave site time :

ROOM/ AREA REQUIRED (PLEASE TICK)

	Small room 1	Small room 2	Main Kitchen	Reception Area	

ADDITIONAL HIRE ITEM ADDITIONAL CHARGE MAY APPLY(PLEASE TICK)

CATERING/BEVERAGES/PROVISIONS

Do you require refreshments Yes/No : Day /Time :

We will contact you to discuss your requirements including Costs

PAYMENT/FEES/ WITH THIS BOOKING FORM (PLEASE TICK)

Security Deposit £150

1st Payment schedule towards Event £100

Church Banking Details

Payment Reference: Name of booking Event

Account Name: Church of God of Prophecy

Account No : 40706311

Account Sort No: 60-22-22