

CARRONVALE HOUSE
 CONFERENCE & RECREATION CENTRE

Office use only

Ref: _____

Distribution _____

RECREATION CENTRE BOOKING FORM

Event / Group Name: _____

Contact Name: _____

Address: _____

Telephone: (Day) _____ (Evening) _____

Day/Date								
Time	Main Hall	All Weather Surface	Main Hall	All Weather Surface	Main Hall	All Weather Surface	Main Hall	All Weather Surface
9.00 am								
10.00 am								
11.00 am								
12 noon								
1.00 pm								
2.00 pm								
3.00 pm								
4.00 pm								
5.00 pm								
6.00 pm								
7.00 pm								
8.00 pm								
9.00 pm								

Equipment Requirements: _____

RECREATION CENTRE TERMS & CONDITIONS

1. Only suitable footwear will be worn within the Recreation Centre and All Weather Surface.
2. No activity will be undertaken which will place any person in danger or which will create a hazard to health and safety of other users.
3. The setting up and dismantling of equipment will be undertaken during the booking period.
4. The completion of the Booking form is an acceptance of the Terms and Conditions and no booking will be confirmed without the completed booking form.
5. Operating times are 9am – 10pm only.
6. Equipment required notified to staff on duty as far in advance as possible.
7. Residential groups have reasonable access (4/6 hours use per day) included in package price.
8. All times are subject to availability

I apply for the above hire and certify the information given is correct and agree to comply with the terms and conditions, which I have read.

Signed: _____ Date: _____