



St. Stephen's Parish Church
St. Stephen's Road
Hightown
L38 0BL

- integral to community life
- welcoming and joyful in worship
- inspiring and loving in our ministry to children

Church Hall Booking Form

**Please return this completed and signed form with the hire charge and deposit, cash OR cheque made payable to St Stephen's PCC OR BACS payment to:
St Stephens Hightown Church Funding and Charities, Sort Code: 01-03-25 Account No: 81822715 reference: own name or organisation**

to: Beryl Howard 10 Riverside Hightown L38 0BU
Telephone: 0151 929 3617, 07980979196, email: beryl.kev.howard@gmail.com

Day / Date Hall required: _____

Times (which **MUST** include setting up and clearing away)

Start: _____ Finish: _____

Type of function (if a children's party, please state ages) 18th and 21st parties are not permitted

Bouncy castles/inflatables can be erected on the grass adjacent to the hall subject to payment of an additional fee of £15 per inflatable but are not under any circumstances allowed in the building. Hirers must ensure that bouncy castle/inflatable providers have adequate insurance.

Organisation (if applicable): _____

Is an alcohol licence being applied for? _____

Contact details of organiser

Name: _____

Address: _____

Telephone number: _____

Hire fee £60 + deposit £10 + inflatable £15 (if being used) £ _____

Please give your bank details for return of deposit:

Name of Account: _____ Code: _____ Account No: _____

I have read the Conditions of Hire and Risk Assessment information and accept them. I agree to abide by the conditions during the hire period.

Signature: _____ Date: _____