

MASONIC HALL (West Bromwich) LTD

Edward Street
West Bromwich, B70 8NN
Tel: 0121 553 2106

Please return completed form to: D Webb, 32 Wood Lane, Willenhall, West Mids WV12 5NE

BOOKING FORM

Name of Organiser: _____

Address: _____

Telephone – Home: _____ Mobile: _____

E-mail address: _____

Type of function: _____

Date of hire: ____ / ____ /20____ Time – from: _____ to: _____

Approximate number attending: _____

Masonic/Non Masonic - (please delete whichever is not applicable)

CONDITIONS OF HIRE

A total hire charge of £_____ will be made and a 50% of the hire fee is required as a deposit at the time the booking is made. Booking will be confirmed when this is received.

The deposit shall be held as a bond against damage of premises or fittings. The deposit is not returnable if booking is cancelled within 28 days prior to the date of hire.

Every endeavour should be made by the hirer to leave the premises in a tidy condition.

Contact: Mr David Webb
Telephone: 01922 402220

Name (block capitals):

Signature:

Date: ____ / ____ /20____

OFFICE USE ONLY

Booking taken by:

Name: _____

Date: ____ / ____ /20____

Rooms required:

Dining Room	<input type="checkbox"/>	(√)
Bar	<input type="checkbox"/>	
Kitchen	<input type="checkbox"/>	
Other	<input type="checkbox"/>	

Any special requirements:

TOTAL HIRE FEE £_____

50% Deposit £_____

Total hire charge £_____

Booking confirmed: ____ / ____ /20____