



Reference No .....

I would like to book the Bradshaw Room

Contact details:

Name: .....

Address: .....

.....

Contact telephone number: .....

Email: .....

Nature of Event: .....

Date of hire: .....

Time of Hire From: ..... To: .....

No of Hours @£15.00 per hour = Total Hire Charge £.....

Deposit 10% (not refundable) To be paid at time of booking £.....

Balance To be paid 4 weeks before date of hire £.....

I have read and understand the terms & conditions for the hire of the Bradshaw Room in Thomas Whitty House.

Signed ..... Dated .....

**Receipt**

Reference No: .....

Date Deposit Paid ..... Amount £ ..... Received By .....

Ballance to be Paid by ..... Amount £ ..... Received By .....

Total ..... Amount £ ..... Received By .....