

St Paul's, Slough, Hall Hire

Booking Request Form

This form must be completed and emailed to parishadmin@stpaulsslough.org. we recommend you also follow up with a call to the Office Administrator.

A refundable retainer of £100 is required to secure the booking.

Hirer's name	
Organisation and/or Purpose of Booking	
Contact Address	
Telephone No	Home: Mobile:
Email Address	
Room Required (Max number of people)	<input type="checkbox"/> Gilliat Hall/ Lounge <input type="checkbox"/> Church Lounge
Day and Date	Day: Date:
Time Required	From: To:
Fee Due at £35/hr (excl £100 Deposit)	£
Number of people expected	Adults: Children:
Any particular facilities which you'd like to use: e.g. Kitchen etc	

Cheques to be made payable to **St Paul's Parish**

Or Bank Transfer to: Sort Code: **60-19-28** Account Number: **01814605**

I agree to the Conditions of Use, which I have read.

Signed (hirer)

Date

On behalf of St Paul's Parish, I confirm the booking as detailed above.

Signed

Date

Deposit received Cash Cheque Bank Transfer

Hire Fee received Cash Cheque Bank Transfer

Contact **Judy Giles Parish Administrator, St Paul's Church, 150 Stoke Road, Slough, SL2 5AS**

Tel: 01753 531 022

email: parishadmin@stpaulsslough.org.u