



All Saints Ilkley

Church and Church House Booking Form

Please read the Terms and Conditions of Use of Church Premises attached. Please then complete this booking form and return to:

The Bookings Secretary, c/o All Saints' Church Office, 6 Church Street, Ilkley LS29 9DS or email bookings@ilkleyallsaints.org.uk

Name of Hirer:

Organisation:

Address:
.....

Telephone:

Email:

Date(s) Required:.....

Please tick premises required:

CHURCH - £200 for a minimum of 4 hours. £30 per hour thereafter.
Please specify times required:
This includes: Caretaker services, heating and lighting. If the Kitchen is required, both the Church House and the Kitchen will be booked as a package for a minimum 4 hours at £60, £15 per hour thereafter.

CHURCH HOUSE - £15 per hour
Please specify times required:.....
This includes: Caretaker services, heating, lighting and the use of the kitchen.
NB. Please allow sufficient time for setting up and tidying away after your event.

What will you be using the Premises for?
.....

Estimate of number of people attending:.....

If a children's activity, give numbers of children and supervising adults:.....
.....

Additional facilities:

- Additional facilities can be provided upon request. Please speak to the Bookings Co-Ordinator for further information.
- Please provide your own rubbish bags, tea, coffee and milk etc for your booking.

Booking Conditions

1. The Parochial Church Council (PCC) reserves the right to decline any booking application. If there are any amendments to the booking, or if the booking has to be cancelled, please let us know as soon as possible.
2. We recommend that you visit our premises before the event so that facilities can be explained. Please arrange this with the Church Office, (01943) 816035.

I confirm that I have read and agree to abide by the **Terms & Conditions of Use of All Church Premises.**

All organisations with responsibility for children must also abide by All Saints Safeguarding Policy. In accordance with our Safeguarding Policy, hirers may be asked to produce a copy of their Child Protection Policy and DBS certificate (CRB forms).

Signature:

Date: