



The Thomas Hardy School

Facility Booking and Hire Form

Name of Group/Club:

Name of Contact:

Address:

.....

.....

Postcode:

Telephone Number: Day: Evening:.....

E-mail Address: Mobile.....

Name of Second Contact:

(Must be different from the above)

Address:

.....

.....

Postcode:

Telephone Number: Day: Evening:.....

E-mail Address: Mobile.....

Facility/Area Required:

Purpose for facility use:

Booking Dates: Start:

Booking Time: Start: Finish:

Please state any additional service/equipment you may require:

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Approx. number of users per session

Adults: Juniors (U18).....

Payment/an invoice is required (You will need to complete a bank mandate form the first time you wish to pay by Direct debit)

Is your Club affiliated to a National Governing Body? Yes No

If yes, please state affiliated body:

For Junior Club bookings please complete the additional information below:

In accordance with legal requirements for adequate supervision, the following members are nominated as supervisors and will be present during the hired periods.

Name: Name:

Position: Position:

Qualification: Qualification:

Has the group leader attended appropriate Child Protection Training? Yes/No

Please note the school does not provide first aid cover for those hiring facilities only.

I/we agree to be bound by the regulations and conditions of hire, by the scale of charges applicable and agree that the delivery of the confirmation of the booking shall be the binding acceptance of this application.

Sign: Date:

This booking is not confirmed until this form has been completed and given to the School. Full confirmation will then be given accordingly.

For Office use only. Hire fee per hour/session: £

NB: The Thomas Hardy School reserves the right to cancel any of the above bookings at any time.

The Thomas Hardy School
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Dorchester
DT1 2ET

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