



Bude Stratton Town Council
 The Parkhouse Centre
 BUDE, Cornwall
 EX23 8LD
 TEL:01288 353576
 Email:office@bude-stratton.gov.uk

BOOKING FORM - PARKHOUSE CENTRE – Rooms

BSTC BOOKINGNo:

Organisation:.....

Contact Address:.....

.....**Post Code:**.....

Telephone Number:.....**Email:**.....

Payment/Invoice address (if different from above).....

.....**Post code:**.....

Telephone Number:.....**Email:**.....

Purpose of hire: Charity/Local Group School/Public Body Commercial

Date/s Required:.....

Session required: am: 8.30am-12.30pm pm: 1.30pm-5.30pm eve: 6.30pm-10.30pm

Room Required: 1 2/3 4 **Conference Room**

Room Setup Required* YES/NO

Centre Kitchen Required* YES/NO

Equipment hire required*

Flip Chart/Paper YES/NO

Projector screen YES/NO

(each room has LCD/Plasma screen and hearing loop included in room hire)

Room setup if required

* Additional charges apply – see price list

 I hereby confirm that I have read the Conditions of Hire and agree to abide by the said Conditions.

Signed: **Date :**

On behalf of: (if applicable)

Bude-Stratton Town Council encourages hirers to minimise or phase out the use of single use plastics