



Application for sub-let of specific facilities

Facility(ies) Required (please tick):

- | | | | |
|----------------------------|--------------------------|---------------------------------------|--------------------------|
| 1. Hall of Main Club House | <input type="checkbox"/> | 4. Bowls Pavilion | <input type="checkbox"/> |
| 2. Sports Bar | <input type="checkbox"/> | 5. Children's Parties (max. 10 years) | <input type="checkbox"/> |
| 3. Lounge Bar | <input type="checkbox"/> | 6. Pitches Or Cricket Squares | <input type="checkbox"/> |

Date(s) Required: _____ **Times Required:** from _____ to _____

Approximate numbers attending: _____

Bar Facility Required (please tick): Yes No **Catering Required** (please tick): Yes No

Are you an existing member of Colfeian Sports Club? (please tick): Yes No

Name and address of principal hirer:

_____ Postcode: _____

Contact telephone number(s):

Home: _____ Mobile: _____

DEPOSIT OF £100 AT TIME OF BOOKING

All cheques made payable to Colfeian Sports Club

All Booking Fees to be paid for no later than 14 days prior to event date otherwise booking is liable for cancellation.

I agree to abide by the Terms and Conditions listed and I understand that any failure to observe the said Terms and Conditions may result in forfeiture of deposit in addition to any further costs incurred by CSC for which I may be liable.

Signed _____ Dated _____

Terms and Conditions of Hire

1. No alcoholic drinks, soft drinks or food to be brought into the clubhouse unless the club is unable to meet requirements and only then by prior arrangement.
2. The hirer will be responsible for the good order and behaviour of attendees.
3. Not to permit excessive noise during the event and when leaving the premises.
4. A minimum of £100 deposit to be paid at time of booking and refundable in full if no damage and no unacceptable behaviour
5. Payment of function must be made in full 30 days prior to the date of the event. If booking is made with less than 30 days notice then full payment is required at time of booking.
6. All waste/litter to be bagged up for disposal where appropriate.
7. Facility to be left in the same condition as it was found.
8. Unless by prior arrangement, bar closes at 11:00 pm and premises must be vacated by 11:30 pm.
9. Colfeian Sports Club does not accept any liability for any injuries sustained on our premises from equipment not owned by the club
10. Deposits only refundable against cancellation if minimum 10 days notice and a valid reason for cancellation given.
11. Damage to the fabric of building and/or surrounding areas will be costed and deducted from the deposit. Any additional costs over and above the deposit will be charged to the principal hirer or the organisation concerned.

Tariff of Charges

Sports Bar Area	£150+ VAT	Lounge Bar Area	£100+ VAT
Main Hall	£100+ VAT	Sports Bar plus Main Hall	£250+ VAT
Lounge Bar plus Main Hall	£200+ VAT	Bowls Pavilion	£150+ VAT
Children's Parties (cost per hour)	£25+ VAT		

Pitches or Cricket Squares

Evening	£60+ VAT	Half Day	£100+ VAT
Full Day	£160+ VAT		

Corporate bookings for pitches or squares as per listing but:

If private bar facility is required outside normal hours: £20 per hour

If bar facility is required during normal opening hours: £25 contribution
