



Newtown Community Association

BELMONT HUT BOOKING FORM

Group or organisation name	IF YOU ARE BOOKING ON BEHALF OF AN ORGNISATION PLEASE PROVIDE ITS NAME
Your Name	NAME OF PERSON RESPONSIBLE FOR BOOKING, <i>MUST ALSO SIGN THE FORM</i>
Address	
email Address	
Main Contact Phone Number	
Mobile Contact Number	WHERE WE CAN REACH YOU ON THE DAY OF THE BOOKING, IF DIFFERENT FROM ABOVE.
Type of Event	BRIEF DESCRIPTION OF EVENT
Approximate Number of Attendees	
Age Range	Children / Youth / Adults / All (Delete as Appropriate)
How Many Times have you used the hut in the past year?	
Date(s) and Time(s) Requested	HAVE YOU CHECKED ON THE WEBSITE THAT THESE TIMES ARE AVAILABLE?
Fee Enclosed	£7 PER HOUR UNLESS OTHERWISE PREVIOUSLY AGREED WITH THE BOOKINGS SECRETARY. PLEASE MAKE CHEQUES PAYABLE TO "NEWTOWN COMMUNITY ASSOCIATION"
Any other information?	

Completed forms can be emailed to bookingshut@gmail.com. If you're not able to do that, please post it to the address below.

It is easier for us if pay by transfer to **30-93-14 03278991**. Please include in the reference the date of your booking, your name and as much other identifying detail as will fit (e.g. "17APR SMITH PARTY"). Alternatively, you can post payment to the address below.

Bookings Secretary, 70 Belmont Road, Exeter, EX1 2HQ.

Once we have received and processed your form, we will confirm your booking. Your booking is not guaranteed until we have confirmed it. By signing, you acknowledge that you have read and understood our Terms & Conditions. These are available on the bookings page of the website: <http://www.newtowncommunity.org.uk/hutBookings.html>

Signed

Date