**PenYCae, Church of the Nazarene, Room Hire Booking Form**

Contact Name of Hirer ………………………………………………………………………………………………………………….

Contact Address of Hirer ………………………………………………………………………………………………………………

………………………….………………………………………………………………………………………………………………………….

……………………………………………………………………………………………………………………………………………………..

Contact Telephone Number …………………………………………………………………………………………………………

Email Address (Optional)………………………………………………………………………………………………………………

Type of session – Morning / Afternoon / Evening (please delete those that do not apply)

If a combination of the above are needed please specify ……………………………………………………………

**\*\*NB. Evening session to vacate premises no later than 10.30pm\*\***

Date Hire required ……………………………………………………………………………………………………………………….

If regular hire is required please specify Day of week and number of weeks required

Day……………………………………………………………………Number of weeks……………………………………………

Purpose of Hire …………………………………………………………………………………………………………………………………………………….………………………………………………………………………………………………………………………………………………….….……………………………………………………………………………………………………………………………………………………..

(Please note that the purpose of hire may be deemed unsuitable for the premises and therefore your application may be declined and any money paid refunded. The hiring of the premises can be reviewed and if the activity has changed from the initial application and now deemed unsuitable this agreement will be cancelled with immediate effect. This is at the discretion of the Church Board (Charity Trustees).)

Do you or your organisation have a Child Protection Policy Yes □ No □

If yes, please give the name of your child protection co-ordinator and their emergency contact number

NAME …………….……………………………… PHONE ………………..…….……………………...

ADDRESS ……………………….………………………………………….…………………………………..

……………………………………………………………… POST CODE…………………………………….

Cash / Cheque enclosed to cover deposit (please make cheques payable to ‘The Church of the Nazarene’) £…………………………………

Signed ………………………………………………………………………………………………………………………………………….