

Bedhampton Community Centre CIO

Registered Charity 1177531

21 Bedhampton Road

Bedhampton

Hampshire

PO9 3ES

Telephone: 023 9248 0654

Email: office@bedhamptoncommunity.org



Hire Request Form

Please return to office@bedhamptoncommunity.org or to the office

Name:	Contact number:
Address:	Email:

Is your booking request for a:

Regular event	One-off event
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Date(s) of requested booking:

Time(s) of requested booking:

Reason for hire:

Maximum amount of people attending:

Rooms requested to hire:

Main hall	Meeting Room
Lounge	Exclusive Use of Centre

Facilities Required: (Please refer to 'Hire Charges' in booking pack for costs)

Teas/Coffees	Fully stocked Bar and bar staff
Flipchart/projector screen/white board	Digital projector
Hob and oven	Dinner service
Piano	Portable sound system
Main hall sound system	Theatre lighting (main hall)

Bar times requested: (start time) to (finish time)

Special requirements:

Signature of Hirer

Date