



## Broadway Youth & Community Centre Booking Form and Agreement

<b>Name of Hirer &amp; Organisation (if applicable)</b>	
<b>Address (inc. email address)</b>	
<b>Contact Telephone number (s)</b>	
<b>Date(s) required</b>	
<b>Hours required (start/finish time)</b>	
<b>Hire cost per hour agreed:</b>  <b>Total hire charge for session:</b>	
<b>Purpose of Hire</b>	
<b>Any additional requirements</b>	



## Broadway Youth & Community Centre

I understand and agree to the retention of my name and contact details by the Broadway Youth & Community Centre, which will be used solely to make contact regarding the hire of the facility, by either email, telephone, text or post. I further understand Broadway Youth and Community Centre will not share any information provided with third parties.

I confirm that I have read, understood & received a copy of the Centre's Terms and Conditions and will fully abide:

Signature.....

Date .....

Please note the hirer should ensure payment is made within seven days of the date the booking form is completed (unless otherwise agreed with the Centre's Administrator) by either:

**BACS payments (preferred option) to:**

**Sort Code: 30-93-11**

**Account number: 01487005**

**Please use name and date of booking and note BY&CC as reference**

**Cheque payments:**

**Please make cheque payable to: Broadway Parish Council**

**Correspondence:**

**Please email all correspondence and documentation to -  
broadwayyouthcommunitycentre24@gmail.com**