

OUR LADY OF GRACE, PRESTWICH
PARISH HALL SCALE OF CHARGES

FROM MAY 2023

Hall charges are £30.00 per hour with a minimum hire of three hours 9.00am – 11.45pm.

Use of the facilities for Fund Raising or Charity or other Events is by arrangement with the Secretary. Telephone: 0161 773 2324 or email: bookings@ourladyofgrace.co.uk

Cheques payable to: Our Lady of Grace, Prestwich

Bank Transfer to: Barclays Bank

Sort Code: 20-55-34

A/C number: 60192309

A/C name: TSDT Our Lady of Grace Prestwich

For regular bookings please state the name of the organisation in the reference on the Bank Transfer/Standing Order.

For a one-off booking, e.g., a party, please state the date of the occasion and surname of the person making the booking.

PLEASE NOTE – IT IS A CONDITION OF THE LICENCE THAT:

- i. No alcohol of any description may be brought onto the premises other than by the licensee.
- ii. Intoxicating liquor shall only be sold or supplied for consumption on the premises, not outside.
- iii. No person under the age of 18 may drink alcohol on the premises. The onus of proof of age is on the person. No person under the age of 14 years will be served from the bar.

The address of the Hall is Fairfax Road, Prestwich, M25 1AS. The entrance for vehicles is from Highfield Road, at the back of the church.

OUR LADY OF GRACE, PRESTWICH
AGREEMENT FOR THE HIRE OF THE PARISH HALL, FAIRFAX ROAD, PRESTWICH

TO BE RETURNED TO: The Bookings Secretary
 Our Lady of Grace Presbytery
 11 Fairfax Road
 Prestwich
 Manchester
 M25 1AS

I/We hereby agree to hire the Parish Hall of Our Lady of Grace, Prestwich,
on the _____ day of _____ 202 _____

for the purpose of _____

I/We shall require to hire:

HALL ONLY

HALL AND KITCHEN

HALL, KITCHEN & BAR

(please select as appropriate)

from _____ to _____ (give times).

Approximate number of people expected to attend: _____

I/We attach £ _____ (the total cost of hire). I/We understand that half of this fee is refundable if the booking is cancelled more than two months in advance of the date of the function.

OR: I/We have paid £ _____ directly via bank transfer.

I/We agree to abide by and conform to the attached Booking Terms and Conditions of Hire which I/We have read

Dated this _____ day of _____ 202 _

Signature _____

Name _____

Address _____

Post Code _____

Telephone Number _____

Email _____

THIS FORM MUST BE RETURNED AND PAYMENT MADE WITHIN 7 DAYS OR THE PROVISIONAL BOOKING MAY BE LOST.