

Day Centre Booking Form

Contact Name

Contact Number

Email Address

Organisation Name

Are you a Commercial or Voluntary organisation?

Commercial

Voluntary

Is this a Paddock Wood based organisation?

Yes

No

Date of Hire

Day

Date

Mth

Time of Hire

From

To

(please include set up & clear up time)

Is this a Regular Booking?

Yes

No

If So,

Weekly

Monthly

Quarterly

Any Other Comments