



# Banbridge RFC Facilities Booking Form

Name & Address	Contact Number	Type of Function (i.e. 40 <sup>th</sup> Birthday Party)	
Date of Function		Times Required	
Number of Guests Expected			
<p><b>Please note that by Law, guests under the age of 18 are not permitted in the Clubhouse after 9.00pm. It is the responsibility of the organiser of the function to comply with this Law, failure to comply with this will automatically bring the function to an end.</b></p>	<p>Please sign below to confirm you have read this statement and that you will comply in full.</p> <p>Signed _____ Date _____</p>		
Deposit	Room Hire	Use of Kitchen	Late License Request
<div style="border: 1px solid black; padding: 5px; text-align: center;">£40</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">£30</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">£30</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">On application</div>
Please Note	<p>Full payment and the £40 deposit, by separate cheques please, together with the signed and dated original of this form, are required to confirm a booking of the clubhouse. This is required in advance of the event. Until such time all bookings are considered provisional. (The deposit cheque will be returned subject to an inspection of the premises confirming no damage.) The Kitchen should be left the way it was found or it could affect your deposit.</p> <p style="text-align: center;"><b>Charity Functions are free of charge.</b></p>		
<p style="text-align: center;"><b>Terms &amp; Conditions</b></p> <p style="text-align: center;">Please return your signed form &amp; Cheques to:</p> <p style="text-align: center;"><b>Marc Eadie 1 Rowan Glen Banbridge BT32 4RR</b></p>	<p><b>Cancellation of the booking within 28 days of the date reserved will result in the forfeiture of your deposit.</b></p>		
	<p><b>Hours of Availability.</b> For evening functions, the room is available from 7-30pm. The bar will be open from 7-30 until 11pm, unless you have requested an extension of normal licensing hours. All guests must depart the premises before 12-00 midnight. For late licences the bar will close at 1.00am and all guests must depart the premises before 1.30am. Guests should be made aware of these conditions prior to the event, in order to avoid unpleasant incidents developing at the end of your function.</p>		
	<p>Banbridge RFC reserves the right to refuse, without explanation, any booking, or to refuse admittance to the premises of any guest.</p>		
	<p>Signed _____ Date _____</p>		