



# Henllys Village Hall Booking Form – REGULAR HIRE

[www.henllysvillagehall.wales](http://www.henllysvillagehall.wales)

Reference number

<b>Title of Organisation:</b>			
<b>Name and Address of Hirer:</b> Must be 21 years of age or over			
<b>Contact Numbers:</b>		<b>Mobile:</b> <b>Email:</b>	
<b>Type of Event:</b>			
<b>Dates Required:</b> (all dates may not be available)		<b>Please complete additional sheet provided</b>	
<b>Times Required:</b>		<b>From:</b>	<b>To:</b> <b>Hours:</b> <b>Office use only</b>
<b>Facilities Required:</b> (Please tick)		<b>Main Hall</b>	<b>Meeting Room</b>
<b>Additional Information</b>		<b>Approximate numbers attending</b>	
		<b>Age Group</b> (please tick) <input type="checkbox"/>	
		<b>Under 16,</b>	<b>16-25</b>
<b>Hire Fees:</b> Per Hour (or part thereof)		<b>Payment is monthly in advance. Please circle:</b>	
<b>Main Room</b> before 6pm <b>£12</b> after 6pm <b>£15</b>		Bank transfer, standing order, cheque or cash	
<b>Meeting Room</b> before 6pm. <b>£7</b> after 6pm <b>£8</b>			
<b>Please return the completed booking form to:</b>		The Hall Supervisor Henllys Village Hall, Henllys Village Road, Henllys, Cwmbran NP44 6JZ	
<b>I have read and understood the Conditions of Hire and can confirm that the person/organisation accepts them.</b>			
<b>Name (please print)</b> .....			
<b>Signed</b> ..... <b>Date</b> .....			
<div>General Data Protection Regulations (GDPR) Your contact details will be securely stored for a limited time and used for the sole purpose of the management of bookings. The lawful basis for processing this data is – necessary for a contract between us. Further information may be found on our Privacy Notice which is on our website and on the notice board in the hall foyer.</div>			