

Booking Form for the Hire of Paddock Wood Community Centre

Maidstone Road, Paddock Wood, Tonbridge, Kent, TN12 6ED

Email: office@paddockwoodcc.co.uk Website: www.paddockwoodcc.co.uk

I/We the undersigned make application for the use of the Paddock Wood Community Centre:

Name	
Address	
Post Code	
Contact Number	
Email Address	

Purpose of Hire	
Room/Halls Required	
Number of Attendees	
Will you need use of the foyer?	
Will you need use of the Kitchen?	
Will alcohol be consumed at the event?	
Will your event include amplified music?	

We will always endeavour to give you the use of the room you have requested, but on occasions due to operational reasons this may not be possible. In this situation an alternative room will be provided.

Date Required	
Time Required (please include setting up & down time)	

OFFICE USE ONLY

Rec'd Date:	Res/NonRes:	Inv Deposit:	T&C's:
Room Allocated:	Ref:	Inv Full Pymt Rec'd:	Agrd By: