

Horfield & Bishopston Unionist Club

293 Gloucester Road Bristol BS7 8PE Tel: (0117) 924 5304

Club Function Rooms Booking Form and Users Liability

Name

Membership No.

I agree to the charges and conditions set out below, and accept full liability for the monies owed and any damage to property or injury to persons caused at the function (specified below) in the Club.

Signed

Telephone No

Give a brief description of the function for which Club facilities are being requested, the room and facilities required and the timings.

Date Required

Times Required

Are bar facilities required in the Nevil Room?

Yes / No

Club Function Rooms - Charges and conditions of use

1. Only full Club members may hire any of the Club Function rooms.
2. A deposit of £20 must be paid when the booking is made.
3. The balance is due as soon as possible but certainly no later than one month before the event is due to take place.
4. In the event of cancellation, the deposit (£20) shall be forfeited if less than one month's notice is given.
5. A full guest list including surnames **must** be provided to the Secretary or Steward at least four days before the date of the booking. (No List - No Function)
6. Charges Use of Nevil Room for afternoon / evening use

a)	Without Bar	£40.00
b)	With Bar	£60.00

7. For all bookings, the "users liability" form above must be signed.
8. ALL drinks must be purchased from the Club and no food may be brought into the club unless agreed by the Secretary or Steward. Should you require the club to supply catering please contact the steward two weeks in advance.