

MONK HESLEDEN PARISH COUNCIL

Hire of Blackhall Resource Centre

68 Middle Street
 Blackhall
 TS27 4AE
 Tel: 0191 5184900
 Fax: 0191 5879848

Training Room £6.00 per hour
 (Maximum of 10 persons)
 Training Room 1 & 2 £12.00 per hour
 (Maximum of 30 persons)
 Tea, coffee & biscuits .40p per head

Name of Hirer:

Address:

Telephone:

Dates of hiring:

Room Requirements:

	Training Room 1 £6 per hour	Training Room 2 £6 per hour	Training 1 & 2 £12 per hour
No. Hours Required			

Refreshments required?

Yes	No

Number of persons:

Equipment Required/ Special Requests:

Signed.....

Date.....

Blackhall Resource Centre

Conditions of Hire

1. Fees to be paid prior to or on day of booking.
2. Block bookings will be invoiced on a quarterly basis, to be paid within 14 days of receipt of invoice.
3. The Parish Council reserves the right to increase charges and alter conditions
4. The Parish Council reserve the right to charge for any damage caused to the premises or facilities.

Parish Council use only

Diary		Balance due	
Date of Invoice		Balance paid	
Date of receipt		Receipt No	