



Letting Application Form

Name of organisation	
Contact Name	
Address	
Contact Number	
Email	

Name of event supervisor (if different to booking)	
Contact number of event supervisor (if different to booking)	

Have you used the premises previously?	Yes	No
Charity number (if applicable)		



Oakham

BAPTIST CHURCH

Description of proposed activity

Date and time required			
Date			
Start time (Includes set-up)			
End time (Includes tidying away)			
Regular booking	Daily	Weekly	Monthly
Other (please specify)			

Rooms Required		
Sanctuary (£10 per hour)	Back Room (£5 per hour)	Both inc kitchen (£15 per hour)



Oakham

BAPTIST CHURCH

I confirm that the conditions contained within this hire agreement have been read and the terms of hire are accepted and will be complied with in full.

I enclose a cheque / will pay by bank transfer (Bank details on request) a booking deposit of £20 (non-refundable within 7 days of the event) made payable to **Oakham Baptist Church**.

I confirm that the balance will be paid in full at least 7 days prior to the event taking place.

Signed _____

Print name _____

Date: ____/____/____ Organisation: _____

All data you provide on this form will be kept securely and only used to facilitate this booking. We will not share any of this data with third parties unless we are legally obliged to.

Would you like to receive any of the following?

Newsletter

Find out more about Christianity

Other (please specify)
