



STONE PAVILION
VENUE BOOKING FORM
Telephone: 01322 384400
Email: bookings@stoneparishcouncil.com

PLEASE COMPLETE ALL RELEVANT SECTIONS OF THE FORM & return it to:
bookings@stoneparishcouncil.com or post it to Stone Parish Council, Stone Pavilion, Hayes Road,
Stone, Kent, DA9 9DS

Organisation name:

Contact name:

Address:

Telephone Number:

Email:

Invoice address:
(if different from
above)

VENUE REQUESTED

River hall

Castle hall

Council Chamber

Recreation ground

Cricket square

Date of event:

Number of guests/
delegates:

PLEASE NOTE: block bookings will be scheduled on a continuous basis unless otherwise confirmed; 2 months notice must be given in writing of any dates that are not required

Type of event:

Arrival time:

Start time:

Finish time:

Disabled access required:

Yes

No



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I, the below signatory, agree to the Conditions of Hire

Signature:

Date:

Print name:

FOR OFFICE USE

Copy of Public Liability received

CRB Check Number

PAYMENT DETAILS

To arrange BACS payment please contact the office on 01322 384400

50% deposit	£	Date:		Rec No:		Inv No:	
Balance	£	Date:		Rec No:		Inv No:	
Damage Deposit	£	Date		Rec No:		Returned :	

For all enquiries please contact the Facility Coordinator

Address: Stone Parish Council, Stone Pavilion
Hayes Road
Stone, Kent
DA9 9DS

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