

Ballyphehane Community Centre

Tory Top Road Ballyphehane Cork. Telephone 021 496 5339

www.ballyphehanecommunity.com

email: ballyphehanecc@eircom.net

PLEASE COMPLETE AND RETURN THIS PROVISIONAL BOOKING FORM. BOOKING MUST BE CONFIRMED BY BALLYPHEHANE COMMUNITY ASSOCIATION LTD IN ADVANCE OF EVENT.

DO NOT ADVERTISE EVENT BEFORE RECEIVING CONFIRMATION FROM US.

Contact Name: _____

Company / Club: _____

Contact Address _____

Contact Telephone _____

EMAIL _____

Type of Event/s: _____

Number of people involved/attending: _____

ROOM (S) REQUIRED: Please Tick

Main Hall Youth Cafe Large Youth Cafe Small

Cafe Dressing Room Other

TIME Room booked from: Room booked until:

Dates Room booked from:
Room booked until

Special Requirements:

I have read Ballyphehane Community Association terms and conditions of hire and agree to be bound by them

Signed _____ Date _____

Ballyphehane Community Centre

Tory Top Road Ballyphehane Cork. Telephone 021 496 5339
www.ballyphehanecommunity.com email: ballyphehanecc@eircom.net

For all bookings a deposit is required, this is to insure any loss or damage to equipment or to the facility by the occupant can be repaired.

For the booking of the _____ a deposit of € _____ is required.
This deposit is to be paid in advance and will also secure the booking of the facility.

Loss or damage to the facility will result in a non-refundable deposit, by signing this form the occupants of the facility are agreeing to these terms and conditions.

By signing this form Ballyphehane community centre is agreeing that they have received the accurate deposit required to book the room in question.

By signing this form, the occupant of the room in question is agreeing to the terms and conditions, and understands and loss or damage to the facility will result in a non-refundable deposit.

Any excess refuse or recycling will be charged additional to the cost of the room itself, this cost will depend on the amount and the type of wastage.

Unless you have received signed written permission as of below, any posting of advertising of the facility is unauthorised. Any unauthorised advertising will be dealt with accordingly.

Signed Party:

Permission Granted by:

Ballyphehane Community Centre

Tory Top Road Ballyphehane Cork. Telephone 021 496 5339
www.ballyphehanecommunity.com email: ballyphehanecc@eircom.net

This form is to state that Ballyphehane Community Centre board hereby give _____ permission to advertise the facility while in use by occupants.

Without written signed permission any users of the Ballyphehane Community Centre facility may not under any circumstances post or advertise the facility in any way.

Any such offence will be dealt with accordingly.

Signed Party:

Permission Granted by:
