

Droxford Community Hub (DCH) CIC
Company Reg. no. 11937091

Booking Form

Please complete this form, sign and return with the deposit and/or full payment to Wilfrid's Café during opening hours, marked 'FAO The Booking Secretary'.

Name of hirer	
Organisation (if applicable)	
Address	
Post Code	
Telephone Number	
E-mail Address	

Date(s) of Hire	Time From	Time To	Purpose

Hire Fee (£5 per hour including set up and clear up)	
25% discount for Droxford residents	
Use of kitchen	
Half day (up to 4 hours) add £5	
Full day (4 hours +) add £10	
25% discount for Droxford residents	
Cleaning charge (optional)	£15
Deposit	£50/£100* with use of kitchen (*please delete as applicable)
Total	

Bookings (including the deposit payment) must be paid for a minimum of fourteen days in advance either by cheque made out to 'Droxford Community Hub CIC' or by cash or credit card at the Café. Following payment, the booking will be confirmed by the Booking Secretary.

I have read, agree to and accept the Booking Policy and Terms and Conditions of Hire of DCH CIC Annexe Premises:

Signature of Hirer: Date :