

EASINGTON COMMUNITY HALL

BOOKING FORM AND HIRE CHARGES

Current charges (from 1 st September 2025) All rates charged per hour	Main Hall (per hour)	Meeting Room (per hour)	Both (per Hour)
Regular Hall Hirers	£12.00	£10.00	£20.00
Private Hirers	£25.00	£15.00	£35.00
Commercial Hirers	£40.00	£25.00	£60.00

Hire of tea and coffee facilities are included in the rate for regular hirers.

Minimum period of hire for the Main Hall and Meeting Room is one hour.

NAME:

ORGANISATION:

ADDRESS:

.....

POSTCODE: TELEPHONE NO:

EMAIL:

TYPE OF EVENT (party, reception etc):

DATE OF HIRE FROM: TO:

Please state exact start/finish time of hiring as this information is required for opening and closing of the Hall.

ROOM/S REQUIRED – please indicate which one/s

MAIN HALL ☐

MEETING ROOM ☐

KITCHEN ☐

PLEASE READ AND AGREE TO THE CONDITIONS OF HIRING BEFORE SIGNING.

SIGNATURE:

DATE:

Please return completed forms to the Booking Clerk:- Mrs J Kettley

..... Tel: 01964 650450 Email: janet.kettley@btinternet.com

All Invoices will be sent with details of the booking and all cheques to be made payable to Easington Community Hall and sent to the Treasurer.