

VENUE HIRE

FOR EVERY OCCASSION

Weddings
Corporate Events
Birthdays
Children's Parties



Full Name:	
Address:	
	Postcode
Tel No: (Landline)	Tel No: (Mobile)
Email	

Function Type:		Date Required	
Approx Guests:		Access Time:	
If Party please give age & any theme:			

Facility Required:	Function Room	Board Room
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Room Time (Wedding/Event/Birthday):	9am-5pm	5pm-12am	All Day
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Child Party Room Time:	Sunday to Friday	11am-2pm	3pm-6pm	6pm-9pm
	Saturday	11am-2pm	Match Day Experience 2pm-5pm **	

Additional Child Party Facility Required:	Child Football **	Child Footgolf
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Catering	Buffet 1*	Buffet 2*	Own Food	Child Party	£3 menu	£5 menu	Cake
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Any other requirements: (e.g. Table Cloths, Corkage, Hot Water Urn)

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Signed:	Dated:
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Office Use Only	
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£100 Deposit Received		20% Food Deposit	
Other Requirements Total		Total Hire Cost	

Payment method:	Cash	Credit Card	Debit Card	Cheque
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Name on Card:	Card Type:
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CONDITIONS OF HIRE

1. APPLICATIONS

All applications for hire must be confirmed by the hirer in writing.

2. CHARGES

Charges for the use of the facilities shall be as laid down by the management which reserves the right to vary charges between expiry and renewal of contract.

3. PAYMENTS

Payment is due at least 14 days prior to the booking, unless prior agreement to the contrary has been made.

4. CANCELLATIONS

Cancellation of a booking by the hirer must be in writing and received 30 days before the date of the booking.

Failure to comply with this will result in full payment for the hire. In any event, the deposit will be forfeited on cancellation.

5. ADMISSION

The Club reserves the right at its discretion to refuse admission or evict any person from the Club or grounds.

6. RIGHT TO ALLOCATE

If, in the opinion of the management, the hirer is not making full use of the facilities, the management reserves the right to reallocate.

7. CLUB REGULATIONS

The hirer is responsible for ensuring that all persons admitted to the Club and grounds for the purpose of the hirer, conform to the regulations in force at that time.

8. DAMAGE

Any damage caused or loss incurred to the Club as a result of, or incidental, to the hiring will be the responsibility of the hirer to pay on demand the costs in full.

9. CONTROL

The control of the functions including the conduct of guests is the responsibility of the hirer.

10. ALCOHOL & FOOD

Under NO circumstances will alcohol or food/soft drink be allowed to be brought into the Club or its associated buildings without permission.

11. CATERING REQUIREMENTS

20% payment is due on menu confirmation and the balance is due 14 days prior to the function.

12. ON SITE KITCHEN

No access can be given at ANY TIME to our onsite kitchen due to Health and Safety Rulings plus Food Hygiene Laws

13. CORKAGE

£6.00 corkage per bottle, if requested.

14. AGE STIPULATIONS

Parties for 16/18/21 year olds require between 1-2 stewards at an additional cost of £30 each. (Depending on the number of guests)

15. CHILD PARTY OPTIONS

Please note items marked ** are subject to a Weston-super-Mare AFC Academy Manager or Coach being available

PLEASE NOTE Under NO circumstances will the management allow studded or spiked boots in the Club/changing room

Signed:	Dated:
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Signed and accepted by the hirer or on behalf of the hirer.

Weston-super-Mare AFC Ltd

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