

# HEATH HAYES CONSTITUTIONAL CLUB

## ROOM HIRE BOOKING FORM AND TERMS

Room:      Hayes Suit    £100.00            ..... Hours at £20.00 per hour

                 Lounge        £30.00       

Date: .....

Name: .....

Address: .....

.....

Reason for hire: .....

Deposit paid

Times booked: .....

I, the undersigned have read the terms and conditions for hiring the room at the Club, and hereby agree to these terms and conditions attached.

Signed: .....

Name : .....

For the Club

Signed: .....

**179, Hednesford Road, Heath Hayes, Cannock, WS12 3HN**  
**Tel: 01543279418    E mail cons.club@btconnect.com**  
**Web site:www.heathhayescons.co.uk**

## Conditions of function room hire (please read carefully)

- All persons hiring any function room must be a member of the Club, if they are not, they have to complete an application form and pay the first 12 month membership fee of £10.00
- Provisional bookings are held for 7 days only
- The Club committee reserve the right to refuse any application made.
- The room hire fee for the Hayes Suite is £100 for Friday or Saturday evenings.
- The Club lounge can be hired for functions at a charge of £30.00
- The hirer is responsible for the people attending their function, and any damage caused by the hirer or their party will be invoiced to the hirer.
- The room hire fee for children's parties on Sunday is £20.00 per hour, which does not include a bar. If a bar is required, there would be an additional charge of £50.00.
- The room hire fee is none refundable unless the room is not able to be used.
- The room is not available before 12.00 a.m. on the day of hire, and all food, decorations, etc., must be cleared away at the end of the evening, and the room vacated 30 minutes after the bar closes.
- The Club accepts no responsibility for loss or damage to personal effects.
- All wines and spirits must be purchased via the Club.
- If, for any reason, bottles of wine, etc., are brought into the Club premises for toasts / welcome drinks only, this must be approved by the Club, and there will be a £1.00 per bottle corkage charge, payable to the Club.
- Children must be supervised at all times, and must not be allowed outside unsupervised as they are not allowed on the bowling green at any time.
- Blue tack and celotape are not to be used on the walls to attach posters, balloons, etc.
- The Hayes Suite or lounge can be booked for funerals, which will be at the stated rates, unless they are a member, when the room hire will be free.
- Only table decorations are permitted unless prior approval by the Club.
- The Club does not hire out cutlery, crockery, wine glasses, etc., unless by prior arrangement, and this will be chargeable extra.
- To book rooms at Heath Hayes Constitutional Club please telephone 01543279418