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| **BOOKING FORM ACOMB WMC** |
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| **NAME \*** |  |
| **MEMBERSHIP NUMBER** |  |
| **ADDRESS \*** |  |
| **CONTACT NUMBER \*** |  |
| **DATE \*** |  |
| **TYPE OF EVENT \*** |  |
| **TIME\*** |  |
| **BAR EXTENSION REQUIRED\***  |  |
| **ROOM REQUIRED\*** |  |
| **APPROXIMATE NUMBER ATTENDING\*** |  |
|  |
| **ANY OTHER INFORMATION** |  |
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|  |  |
|  |
| **CATERING\*** |  |
| **ENTERTAINMENT\*** |  |
| **\*AT EXTRA COST IF WE SUPPLY, PLEASE DISCUSS WITH STAFF WHEN BOOKING** |
| **IT IS THE RESPONSIBILITY OF THE PERSON BOOKING TO MAINTAIN GOOD ORDER.** |
| ***PLEASE NOTE THAT ONLY DRINKS PURCHASED AT THE BAR ARE ALLOWED AND ARE AT OUR FUNCTION ROOM PRICES*** |
| ***THIS INCLUDES ALCOHOL AND SOFT DRINKS, UNLESS PRIOR ARANGEMENT IS MADE FOR CELEBRATORY DRINKS*** |
| ***UNDER 18’S NO ALCOHOL*** |
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| **THE MANAGEMENT OF THE CLUB OR THE STAFF HAVE THE AUTHORITY TO EJECT ANY PERSON OR PERSONS THAT DO NOT COMPLY TO THE ACOMB WMC RULES** |

**DEPOSIT OF £50 PAID DATE**

**ACOMB WMC**

**Booking Form Disclaimer**

* **Please ensure you read and complete every section of the Booking Form.**
* **The £50 deposit is for the hire of the room and is none refundable unless the event is cancelled with a minimum of 14 days’ notice then a full refund will be given.**
* **Bouncy Castles and Soft Play are Permitted but the hirer will have to submit relevant Insurance Cover as we take no responsibility for any injury that could be caused from them.**
* **The bringing of your own drink is not permitted in the club. If found this will be confiscated and you or guests may be asked to leave.**
* **Any drugs been brought on to the premises or people caught using or in possession will be escorted from the club and Police will be informed.**
* **CCTV coverage is always in operations for your security and the clubs and will be used to identify any person or people of wrongful doing.**
* **Children must be always supervised and remain in the concert room unless escorted by an adult.**
* **Any large Parties or groups will be policed by a member of Committee in case of any issues on the night to help and assist the booking organiser.**
* **All catering and left-over food should be taken away or disposed on the night of the party. I.e., Cooked Meats and Seafood unless prearrange with our staff beforehand.**
* **Please keep children off the stage/concert box unless they are performing or supervised. The Concert box is out of bounds without prior permission from the Committee.**

**ACCEPTED By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**