

**Kidderminster Town Council**

**Wyre Forest House**

**Finepoint Way**

**Kidderminster**

**Worcestershire**

**DY11 7WF**

**Tel: 01562 732680**

|  |
| --- |
|  |
|

|  |
| --- |
| **Open Spaces Booking Form**  |
| **Before completing a booking form, please read the conditions of hire and hire charges.** **Time for setting up and clearing MUST form part of your hire time.**  |
| Full Name ------------------------------------------------------------------ | Contact No. ----------------------------------------------------------- |
| Address ------------------------------------------------------------------ | Email ----------------------------------------------------------- |
|  Organisation ----------------------------------------------------------------- ----------------------------------------------------------- |
|  Charity or Commercial? ----------------------------------------------------------------- ---------------------------------------------------------- |
| Arrival Date -----------------------------------------------------------------  | Time-----------------------------------------------------------  |
| Departure Date ------------------------------------------------------------------ | Time ---------------------------------------------------------- |
| Event Start Date ----------------------------------------------------------------- | Time ----------------------------------------------------------- |
| Event End Date ------------------------------------------------------------------ | Time-----------------------------------------------------------  |
| Purpose of Hire ---------------------------------------------------------------------------------------------------------------------------------- |
| Which Area is Required?  |
| St George’s Park  | Baxter Garden’s  | Broadwater’s Park  |
| Other  |
| I/We agree to comply with all instructions given on behalf of the Council’s Chief Executive / Public Realm and Operations Manager and that on acceptance thereof by the Council this application and the Conditions of Letting shall be deemed to be a contract between myself/ourselves and the Council.  |
| **50% of the hire fee is required to secure the booking along with this booking form.** **Full payment is required 14 days before the booking.** Payment details below can direct into our bank account: Barclays Sort Code: 20-46-06Account Number: 30880450Ref: (date of booking) |
|  Date  ------------------------------------------------------------- |
| Signed ----------------------------------------------------------------  | Printed ------------------------------------------------------------- |

 |  |  |