



## Caldicot Town AFC venue hire booking form

This document outlines the terms and conditions of hiring the football club facilities for private functions.

**Note:** Hiring of the facility is for **“Members Only”**. If not currently a member, please visit the bar and apply within.

Caldicot Town Football Club has two rooms for hire. The Main room has a maximum capacity of 100, whilst the Lounge holds 30. To cover the costs of any unexpected damage, Caldicot Town Football Club will require proof of membership on booking, this form to be completed in full, and an accompanying **“Bond” of £100 in cash only**.

The bond is fully refundable **only** to the person making the booking, and on completion of a successful inspection of the venue. The person completing this form will be responsible for the collection and removal of all associated paraphernalia related to the event before the end of the next day.

**Any breaches of the above conditions will see the forfeit of the Bond**

**During the season on Saturdays when football is played at the club, access to prepare the Main room will not be available until 6.30pm at the earliest. The Lounge will still be available to club members.**

### **Your Details**

Room: (Circle required):    Main Room    /    Lounge

Name:

Address:

Email:

Tel/Mobile:

Date of event:

Start time of event:

I understand and agree to the above terms and conditions

Signed .....

Date .....

Club signature .....

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Room inspection completed by .....

Bond Returned by .....