**St Stephen’s & St Wulstan’s, Selly Park**

**ROOM BOOKING FORM**

**Room required:**

**(Delete as appropriate)**

St Stephens Church Cranmer Room

Tyndale Room Hudson-Taylor Room

Roseveare Room St Wulstans Church

**Date required**:

**Times required**: **From**:

 (including time to set up and clear away if necessary)

 **To**:

**Name of Applicant**:

**Organisation**:

**Address**:

**Telephone**: **Mobile**:

**Type of event:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Numbers expected**:

**Will you require use of the kitchen?** YES / NO

**Do you require heating for your event?** YES / NO

I enclose the full amount of £ in payment for hire of the above facility

*(Please make cheques payable to “St Stephen and St Wulstan PCC.)*

I have enclosed written confirmation of Public Liability Insurance to cover this room booking (see Terms & Conditions)

 YES / NO / NOT REQUIRED

**Signed** (on behalf of organization/hirer):