

Broughton St Mary's Parish Church

Application Form for Use of Church Facilities

- Name of Individual (the "Hirer") or Group Applying:
- If Group, describe briefly the nature of the Group (unless this is obvious from its name):
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- If Group, please give name of individual responsible for the hire (the "Hirer"):
- Address and Contact Details of Hirer (please include telephone and e-mail address):
.....
.....
- Please specify room(s) you would like to hire:
- Please specify date(s) and times for which you would like to hire the room(s):
.....
- Please state the approximate number of people expected to use the facilities during the hire:
- Please state any requirements for furniture or equipment which you would like the church to supply:
.....
- If you are intending to use the Kitchen, are you or a member of your group in possession of a current Hygiene Certificate?
- Do you intend to serve alcohol during your hire? (this is only possible by specific agreement):
- Do you intend to advertise your use of the building? and, if so, please describe how
- Do you accept the terms and conditions of hire as set out in the Facility User Guide currently published by the Church?
- If a member of the church is taking responsibility for the hire, please state their name(s)

Signature of Individual or Hirer

Date

Please return by e-mail or by post to: The Facilities Co-Ordinator, Broughton St Mary's Parish Church, 12 Bellevue Crescent, Edinburgh EH3 6NE. E-Mail: bookings@bstmchurch.org.uk