



Registered as a Charity No. 269793

EMSWORTH COMMUNITY ASSOCIATION

Church Path, Emsworth, Hampshire P010 7DP

BOOKING INFORMATION

THE CENTRE IS AVAILABLE FOR PRIVATE HIRE ON SATURDAYS AND SUNDAYS

NEW SKITTLE ALLEY IN THE MOUNTFORD ROOM ALSO AVAILABLE FOR HIRE

Booking Secretary Bookings Secretary

Lorraine Everett

69 Victoria Road PO10 7NJ

T.01243 371610

E.everett80@hotmail.com

RENTAL CHARGES

ROOM LAYOUT

BOOKING FORM

Please contact the Bookings Secretary if you have any queries.



RENTAL CHARGES

ASSEMBLY SUITE

New Studio Room	£7 per hour
Assembly Room	£10 per hour
Kitchen High usage	£10 per hour
Kitchen Nominal use	£4 per hour
Buffet	£4 per hour

Whole suite, including kitchen and lounge:

£100 all day
£50 morning, afternoon or evening
£70 Saturday evening 6pm to 11.30pm
£40 Children's party afternoon

OTHER ROOMS

Lumley, Mountford 1, 2 and 3	£10 per hour £60 Saturday evening 6pm to 11.30 pm £60 Saturday evening 6pm to 11.30pm £40 Children's party afternoon
Mountford 1 & 2 Together	£100 per evening 6pm to 11.30 pm

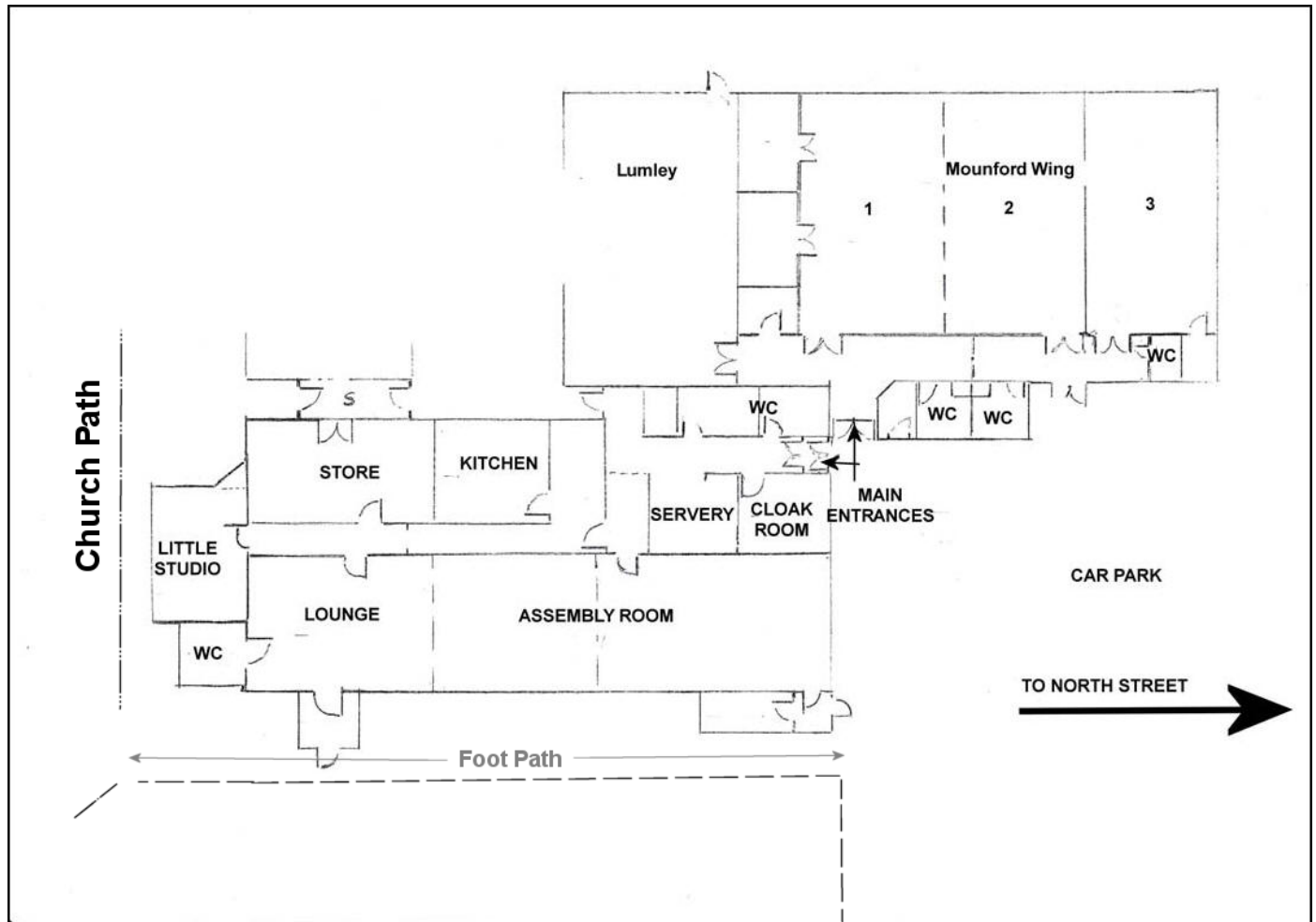
BOOKINGS MAY ONLY BE MADE FOR WHOLE HOURS



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ROOM LAYOUT



Rooms	Approximate <u>maximum</u> capacity seated	Room Size (m)			
		metres			Area m2
Lumley Room	115	13	x	7.5	96.00
Assembly Room	180	18	x	5.5	97.57
Lounge		9	x	5.5	46.75
Little Studio	15	5	x	4.1	20.50
Mounford 1	100	7	x	9.7	64.99
Mounford 2	87	6	x	9.7	58.20
Mounford 3	87	6	x	9.7	58.20



BOOKING FORM

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Please complete this form and return it to the Booking Secretary enclosing the appropriate fee payable.
Cheques should be made payable to the EMSWORTH COMMUNITY ASSOCIATION.

HIRER

ORGANISATION *(or name of hirer)*

NAMED REPRESENTATIVE

POSITION IN ORGANISATION *(if applicable)*

ADDRESS FOR CORRESPONDENCE

.....

TELEPHONE NUMBER (Day) (Evening)

EXACT PURPOSE OF HIRE

COMPLETE FOR SINGLE BOOKING	
ACCOMMODATION REQUIRED:	
.....	
Day	
Date	Year
Time	Begin
.....	Finish
Total Cost	

COMPLETE FOR REGULAR BOOKING	
ACCOMMODATION REQUIRED:	
.....	
Day of week	
Dates	Year
<i>(On separate sheet if necessary)</i>	
Times	Begin
.....	Finish
Cost per Session <i>(if known)</i>	

PLEASE NOTE THAT ALL FEES ARE PAYABLE IN ADVANCE. ALL LATE NIGHT BOOKINGS ARE SUBJECT TO AN ADDITIONAL FEE OF £25.00 WHICH IS REFUNDABLE IF THE ACCOMMODATION IS LEFT CLEAN AND TIDY.

DECLARATION

I agree to abide by the E.C.A. Booking Conditions (a full copy is available for inspection at the Centre).
I am aged 18 years or over.

Signature

Date