

Cippenham Table Tennis Centre Hire Form

Please book the Cippenham Table Tennis Centre on the following date(s) for the described event.

A separate booking form must be made for each day's hire unless the details for each day are the same, in which case one form can be submitted for a range of bookings.

Name of hiring organisation:

Title of event:

Date(s) of hire:

Time at which Centre is required to be open (A) **Time at which event is due to start (B):** **Finishing time of hire(C):**

Please note that the period of time between (A) and (B) must be sufficient for all activities, whether required by regulation or otherwise, to be accomplished (e.g. arrival of players, administrative set-up, pre-match practice etc.).

Please specify: Whole Hall / Half Hall / 2 tables / 1 table *- please delete as required*

No. of tables required: **Approximate no. of people expected to be present:**

If you have problems deciding upon your requirements please contact the bookings officer for help and advice.

Details of any catering required:
Please feel free to contact *Jacquie Lovell (01344 884331)* if you would like to discuss your requirements)

Contact details of hirer:

Name:	Tel No:
Address:	

Details for invoice

Name:	Tel No:
Address:	

I confirm that I have read the Terms and Conditions of Hire of Cippenham Table Tennis Club and agree to be bound by them. I also confirm that I am authorized to sign on behalf of the Hirer.

Print name:	Signature:	Date:
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Please return to: Peter Hillier
32 Longbourn, Windsor, Berks, SL4 3TN
Tel: 01753 860163
peter.hillier@cippenhamttc.co.uk

For CTTC Use
Date received <input style="width: 100px; height: 20px;" type="text"/>
Ref no <input style="width: 100px; height: 20px;" type="text"/>