



Ledbury Town Council Offices
Church Street
Ledbury
Herefordshire
HR8 1DH

Jacobean Room Booking Form

Name of Organisation:

Full Address:

Telephone

Day

Evening

Mobile

Number of People Attending

Date

Time:

from

to

Names & Addresses of Stewards

1

2

Emergency Contact

Name

Phone

Bookings are only deemed confirmed upon receipt of a completed booking form and payment.

I agree to abide by the Terms and Conditions of Hire including the Health & Safety requirements.

Signed

Date

Cost of Hire: £15 an hour
£100 per day 9:00am-5:00pm