

ROUPELL PARK RMC

Booking Form

1 Tanhurst House is available for hire at the following times: **Mon – Sat (10.00 – 18.00)**, with a minimum use of 4 hours. Keys can be collected 1 hour prior to use and returned up to 30mins after the end of your hire period.

Please provide **£50.00** Booking Deposit, cheques made payable to Roupell Park RMC and send with completed form to: -

Roupell Park RMC Ltd, Community Office, Brockham Drive, London SW2 3RY.

E-mail: mbrowne@lambeth.gov.uk Tel: 020 7926 0217/0219/ Fax: 020 7926 0218

Surname:											
First Name:											
Address:											
Post Code:											
e-mail:											
Phone:											
Date of Booking				Date required:							
Length of Hire Period:				Total Hours Required:							
Please indicate how you intend to make payment by: cash or cheque											
Cheque No:											
Signed										Date	
I have read and understood the information for the hire of 1 Tanhurst House.											
I will be hiring 1 Tanhurst House to use for a social event: YES / NO											
If 'NO' what will it be used for:											
Deposit due /receipt						Date of issue					
NOT AVAILBLE TO NON RESIDENTS:						RESIDENT RATE: £15.00 per hour					
For Office Use Only						Date:		Time:		Checked By:	
Venue Checked:											
Was property left cleaned: Yes <input type="checkbox"/> No <input type="checkbox"/>											
Was property vacated on time: Yes <input type="checkbox"/> No <input type="checkbox"/>											
Deposit Returned: : Yes <input type="checkbox"/> No <input type="checkbox"/>											