

Booking Form

Name of organisation:.....

Name and address of contact person:.....

.....

.....

..... Postcode:.....

E-mail:..... Tel:.....

Date of booking:..... Approximate numbers expected:.....

Description of function:.....

Please delete facilities NOT required:

meeting room / dining room / kitchen / baptistry / garden

Terms and conditions:

The Longcroft reserves the right to charge in part for items damaged or requiring replacement. This also includes furnishings, decoration and kitchen property.

Children must be under the supervision of their parents or a responsible adult at all times.

Vehicles are left in the car park at the owners' risk. The Longcroft accepts no responsibility for any loss or damage.

The Longcroft operates a no smoking and no alcohol policy.

I have received, read and understand the Longcroft policy on fire regulations and procedures, self catering arrangements, financial policy and housekeeping.

I agree to these conditions.

Signature:.....

Date:.....

Please complete this booking form and return to:

The Longcroft, Storeton Lane, Barnston, Wirral, CH61 1BU