



# HALL & ROOM HIRE BOOKING FORM



## Canterbury Road & Peppermint Children's Centres



Registered Office: Acorns 2 Oaks Ltd, Peppermint Children's Centre, Franklin Way, Croydon, CR0 4YD  
Tel No: 020 8686 3766 option 2. E-mail: [bookings@acorns2oaks.net](mailto:bookings@acorns2oaks.net) [www.acorns2oaks.net](http://www.acorns2oaks.net)

Centre	Hall	Kitchen	ICT Room	Family Room
Canterbury				N/A
Peppermint				

Please tick your choice of venue and room(s)

Name of Person responsible for Hire: .....

Name of Organisation: .....

Address & Post Code: .....

Email Address: .....; Contact No: .....

Purpose of Hire: .....; Number of People: .....

Day/Date(s) of Hire: .....; Number of weeks: .....

Time of Hire: ..... From ..... To .....; Rate per hour: £.....

Equipment required: .....

Persons applying for use of these premises **MUST** read the Terms and Conditions of Hire (as set out). By signing this Agreement, the hirer confirms they have read the Terms and Condition and agrees to abide by them.

Hirer's Signature: ..... Date: .....

### ACORNS2OAKS - PRIVACY NOTICE

A2O takes the privacy of its service users seriously. Your personal information will be held securely and confidentially, used only for the purpose of which it was obtained, not shared with any third party (unless dictated by law or legislation) and retained in line with legislative guidelines before being securely disposed of. Our Data Protection policy details our procedures in full and is available from our website. Whilst you are accessing our services, it may be necessary for us to contact you, which may be by phone, email or text.

By ticking this box you confirm you have read and understood our Privacy Notice and give us consent to contact you regarding relevant matters.

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Acorns2Oaks Ltd – OFFICE USE ONLY

Authorised by: .....; Date: .....

Total cost of booking: .....; Invoicing schedule (if applicable): .....