

## Clissold Park Tennis Pavilion Booking Form

This form will be used to ensure that we have all the correct details for your event. Understanding your requirements will help us provide accurate information about how we can support you.

Contact Details		
Organiser's Name (and company name if applicable):		
Phone numbers:	Tel:	Mob:
Email Address:		
Address		
Event Details		
Type of event (a brief description):	eg. Birthday party, business meeting, exercise class	
Preferred Date/s:		
Start time:	End Time:	
Venue Requirements		
Rooms required (please tick as appropriate):	Club room <input type="checkbox"/>	Meeting room <input type="checkbox"/>
Catering plans	I understand that any catering I do will be managed within the room which has been hired. <input type="checkbox"/>	
Cleaning	I will clean the hired space before leaving to the condition it was left in when I arrived. I understand that failure to do so may result in my deposit being forfeited. <input type="checkbox"/>	

I have read and understood the Terms and Conditions and Fire Procedure.

**The booking is not confirmed until the deposit of £200 (cheque or cash) has been received and you have received a confirmation email.**

Please return this form to [info@hackneytennis.co.uk](mailto:info@hackneytennis.co.uk)