



# Dornoch Community Centre

## Booking Form

Booking Group:			
Contact Name:			
Contact Address			
Contact Phone:			
Email:			
Date(s) of Hire			
Time – From:	<input type="checkbox"/>	To:	<input type="checkbox"/>
Room Requirements (please tick)	Main Hall <input type="checkbox"/>	Struie Room <input type="checkbox"/>	Equipment <input type="checkbox"/>
	Kitchen <input type="checkbox"/>	Coffee Lounge <input type="checkbox"/>	
Purpose of Hire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Requirements (please tick)	Drinks Licence * <input type="checkbox"/>	BYOB * <input type="checkbox"/>	Projector <input type="checkbox"/>
	Recorded Music <input type="checkbox"/>	Live Music <input type="checkbox"/>	*See notes below*

**\*For larger events or where alcohol will be available organisers MUST obtain prior approval from DADCA**

Special occasion users of the Dornoch Community Centre must make arrangements for the removal of their rubbish otherwise a cost of £160 for a council pickup will be charged.

Please check you have access to the Community Centre as the building is unmonitored – these can be obtained via the booking administrator at: [louindornoch@gmail.com](mailto:louindornoch@gmail.com)

If you wish to cancel a booking, please let us know as early as possible or the full rate will be charged.



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**I have read the Terms and Conditions of Hire and agree to abide by them.** I have read and understood the Fire Safety regulations and will abide by them and inform the other members of my group (these are available to download from [www.dadca.org.uk](http://www.dadca.org.uk) and in your confirmation.

Signed:

Date:

Name:

*If under 18 please ask a responsible adult to sign*