|  |  |  |  |
| --- | --- | --- | --- |
| Title |  | | |
| First Name |  | | |
| Surname |  | | |
| Address |  | | |
|  |  | | |
|  |  | | |
| Post Code |  | | |
| Tel No |  | | |
| Email |  | | |
| Day of the Week Required | |  | |
| Date Required | |  | |
| Reason for Booking | |  | |
| Room/s Required  (please tick) | | *Main Hall* |  |
| *Hewison Lounge* |  |
| *Upstairs Lounge* |  |
| Time Required: *From* | |  | |
| *Until* | |  | |
| Number of People Attending | |  | |

Will alcohol be sold at the event? (please tick) Yes\* No

\*If Yes, you will need to apply to Herefordshire Council for a Temporary Events Notice to Sell Alcohol.

Charges are reviewed annually and may be increased at any time without notice.

*Please return this completed form to:*

Mrs Nicki Powders

Email: [wvh.bookings.hr1@gmail.com](mailto:wvh.bookings.hr1@gmail.com)

Telephone: 07840 777046 *(call during office hours only, please)*