**LEEDS MODERNIANS’**

**Room-Hire Booking Form**

**NB: ONLY THOSE WHO HAVE BEEN MEMBERS OF THE LEEDS MODERNIANS’ FOR A MINIMUM OF 6 MONTHS CAN BOOK A FUNCTION ROOM AT THE MEMBERS’ RATE.**

FULL NAME:

Address

Contact Tel No

E-mail

Date of Function

Guests (number)

Function

(e.g. birthday party with age etc.)

**Room Hire Fee £75.00 (Deposit £25.00)**

MEMBERS ARE NOT PERMITTED TO HIRE ROOMS ON BEHALF OF NON-MEMBERS.

**If the function is cancelled the club will retain the deposit unless the room can be let to someone else on that night.**

**Earliest access to the function room on a Saturday evening is 19.00hrs due to our sporting commitments.**

**Children attending functions are the responsibility of the organiser and they must be kept under control within the function room and toilets to avoid potential nuisance to other club users.**

***ALL GUESTS ARE ASKED TO LEAVE QUIETLY AFTER AN EVENT IN RESPECT TO OUR NEIGHBOURS.***

**BAR AND MUSIC LICENSING HOURS.**

Monday to Thursday – Bar closes promptly at 23.00 hrs, any type of music/entertainment must finish by that time and the premises vacated by 23.30 hrs.

Friday & Saturday – Bar closes promptly at 24.00 hrs (midnight) any type of music/entertainment must finish by that time and the premises vacated by 00.30hrs.

Sunday – Normal opening times are 12.00 to 15.00 hrs and 19.00 to 23.00 hrs. The bar however can remain open through the normal closing time if required but again the premises must be vacated by 23.30 hrs. Our club licence does not allow music to be played after 18.00 hrs on Sundays.

**Your booking will be confirmed upon receipt of this completed form and payment.**

It is the responsibility of the event organiser to ensure the kitchen is left clean and tidy if used and all the required documentation completed (this will be explained by the staff).

The organiser is also responsible for any damages caused during the event.

**Official use only**

Booking fee paid: Date:

Applicant’s Signature:

Approved By:

Date:

Signature

(Only to be approved after consideration of any club/televised events)

E-mail: modernians@mail.com

Telephone: 0113 2671075

Leeds Modernians

The Clubhouse

Cookridge Lane

LEEDS,

LS16 7ND