

Sighthill Bowling Club

120 Sighthill Loan, Edinburgh, EH11 4NT. 0131 442 2414

Please address all communications to Linda Aitken, Social Convener. 0788 640 5512

APPLICATION FOR A NON - MEMBER TO BOOK A FUNCTION

Please print

Name: _____

Email for confirmation: _____

Telephone number: _____ **mobile number:** _____

Type of function/event: _____

Which room: Upstairs room yes/no **OR** Downstairs Hall yes/no

Day AND date of the event _____

Preferred means of contact email yes/no or letter yes/no

Number attending _____

Own catering: YES/NO **EVENT START TIME** _____ **UNTIL** _____

BAR OPEN FROM _____

A booking fee of £200 is required when you submit this form. This is refundable if the booking is unsuccessful. £50 of this will be refundable if the hall is left tidy after your event and there are no excessive cleaning costs or damages. Please return all tables and chairs to their original position. The refund can be collected 48 hours after your event. If you cancel your event within 14 days of the event, your fee is non-refundable.

When your booking is accepted you will receive a confirmation by email or post as indicated above.

Decorations/banners must NOT be stuck to the decorated walls. Any form of glitter eg. In balloons or on tables is NOT allowed. Party poppers are NOT allowed. Candles are only allowed on celebratory cakes.

IF ANYONE IS FOUND SUPPLYING OR USING DRUGS ON OUR PREMISES, YOUR FUNCTION WILL BE STOPPED AND THE POLICE WILL BE CALLED.

YOUR SIGNATURE: _____ **DATE:** _____

DEPOSIT RECEIVED DATE: _____ **AMOUNT:** _____

