



LEEK WOOTTON SPORTS CLUB

Off Quarry Close ■ Leek Wootton ■ Warwick ■ CV35 7QJ

☎ 01926 852231

LEEK WOOTTON SPORTS CLUB BOOKING FORM

Organisation		Function/ Occasion	
Name of authorised rep		Date of function	
Address		Approx numbers	
		Skittles Night	Yes / No
		Start time	
Telephone		End time	
Mobile		Early access for Caterers to set up	Yes / No
Email		Caterers arrival time	

Venue	Hire fee	Comments of hirer
Snug Bar only £20 - £30		
Function room only £40 - £50		
Extended Hours	£0.00	
Use of the kitchen £25	£0.00	
LWSC to supply bar staff	£0.00	
Private function all rooms + patio seating	£0.00	
Total hire costs Amount due	£0.00	Card - BACS - Cheque - Cash

To be completed by the Hirer Authorised Representative		
I have read the LWSC - Membership Terms and Club Rules & agree to them		
I have read the booking hire conditions & agree to them		
Hirer Authorised Representative name		
Signature and date		
Contact number		
State any special requirements in detail		
CLUB USE		
Booking accepted		
Deposit received		
Event entered into diary		
Bar staff confirmed		
Kitchen requirements confirmed		
Cleaning / damage agreement Date & amount		
Form to be copied to SW - HW - HL - PL		

Thank you for booking your function with us.