

Woodend Bowling and Lawn Tennis Club

www.woodendbltc.co.uk



30 Chamberlain Road, Jordanhill, Glasgow, G13 1QG Tel: 959-1428

Application for Hall Let

Applicant:	Name:				
	Address:			Email:	
	Tel(Home):			Mobile:	
Type of membership:	Tennis				
	Bowling				
	Family				
	Alternative Sports				
	Community				
Date let required:	Start time:				
	Finish time: (see notes)				
Purpose of let:					
No of adults:			No of Children:	Under 14:	
				Over 14:	
Facilities required:	Main Hall (£100) (capacity 60)		or	Snug (£50) (capacity 25)	
	Note: Both halls are not available to let. One hall must be left available for members to use if required.				
	Use of kitchen:				
	Use of bar:				
	Early access required:				
	Additional requirements:				

I have read and agree to abide by the conditions of let and I will be in attendance for the entire let.

Signature of applicant: _____

Date: _____

Conditions of let:

1. **Cost of hall: £100 for main hall and £50 for snug (inclusive of cleaning), plus returnable deposit of £100 (for either hall) payable at least 4 weeks in advance. Payment to Woodend Bowling and Lawn Tennis Club.**
2. **Late cancellation may result in the loss of your fee.**
3. **Applicant must be a current senior, life, alternative sports or community member of Woodend Bowling and Lawn Tennis Club.**
4. **Applicant must attend the entire let from start of the functions until the end.**
5. **The applicant is responsible for the conduct of all those attending: ensuring the hall is left in a neat and tidy condition; and ensuring that all those attending leave the function quietly and within the times specified by the licence.**
6. **For evening lets, premises must be vacated by 12:30am if the bar is open until midnight, or 11:30pm if the bar closes at 11pm.**
7. **The hall must be left as you find it, with furniture returned to the original position.**
8. **The £100 deposit for the use of the hall may be retained by the Club if the hall or any other part of the clubhouse is damaged/vandalised or left in an unsuitable condition and requires additional cleaning.**
9. **The hall must be cleaned and cleared by 10 am on the day following the let.**
10. **Corkage of £3/bottle will be applied as required.**
11. **The club is in a residential area. Music should be kept at a level which respects the neighbouring properties. Music should cease not later than 11:30pm on Friday or Saturday night.**

Note:

1. **Only one of the halls can be let at any time, the other hall being required for use by members.**
2. **Please ask young children to keep off the bowling green at all times.**
3. **Please do not attach anything to the walls within the clubhouse.**

**Please return form with payment to: Hall Lets Convenor
Woodend BLTC
30 Chamberlain Road
Glasgow
G13 1QE**

For official use only			
Payment received		Payment passed to Treasurer	
Deposit received		Staff notified	
Deposit returned			