



THE LEYLAND PROJECT

**APPLICATION FOR HIRE OF
WADE HALL COMMUNITY CENTRE – ‘THE PLACE’**

Name of Hirer

Name of organisation

**Billing Department &
Invoice Address
(Including Postcode)**

**Contact phone numbers
(Including code)**

Daytime	Evening	Mobile
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Dates required

From:	To:	Large or Small Room?
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Times required

Start:	Finish:
Access	Departure:

**Purpose of Hire
(e.g. Dance Club)**

**For organised groups
open to the public**

Details of your Public Liability insurance. It is essential for all groups open to the public to have their own insurance suitable for their activities.

Insurance Company

Policy Number

Renewal Date

I declare that to the best of my knowledge and belief, the information given above is correct.

Signature of applicant:

Date: