



Library and Information Services

Rooms and Halls for Hire

Please note that, in an effort to increase the availability of Community Information, details will be made available through the Internet. If you do not wish to have your contact details published in this way, please indicate on the form below.

Name of Room/Hall:

Address:

.....

Post Code:

Contact:

Contact Address:

.....

Telephone No:

Hall Hire Charge Rate (VAT included/excluded/not applicable*):

.....

.....

Capacity		Maximum Number
Meetings/Conferences	Yes/No *
Dinners	Yes/No *
Wedding Receptions	Yes/No *
Dances/Discos	Yes/No *

Facilities			
Cloakroom	Yes/No *	Licensed Premises	Yes/No *
Seating	Yes/No *	Music and Dancing Permitted	Yes/No *
Toilets	Yes/No *	Stage	Yes/No *
Use of Kitchen	Yes/No *	Audio/Visual Facilities	Yes/No *
Catering Services	Yes/No *	Access for Disabled	Yes/No *

* delete as appropriate

I understand that the details submitted on this form will be used by Doncaster Library and Information Services under the terms of the Data Protection Act 1998 to make the general public aware of rooms & halls to hire in the Doncaster area.

I do not wish for my details to be published online:

SIGNED: **DATE:**

PLEASE RETURN THIS FORM TO: Central Library, Waterdale, Doncaster, DN1 3JE, or scanned and emailed to centrallibrary@doncaster.gov.uk

For more information contact:

Telephone: 01302 734320

Email: centrallibrary@doncaster.gov.uk

Website: <http://library.doncaster.gov.uk/web/arena>

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Information can be made available, in other formats such as Braille or Audio Tape, on request. Please ask a member of our staff for more information, or if you need any other help or advice.

<http://library.doncaster.gov.uk/web/arena>