

# Application to hire church premises

Please complete this form **in full** and email a scan or photo of it to [admin@stanneandallsaints.org.uk](mailto:admin@stanneandallsaints.org.uk), allowing at least **14 days** before the date of your event.

Our charges for 2023:

VENUE	COMMUNITY/CHARITY	PROFESSIONAL/COMMERCIAL
<b>Hall</b>	£32 per hour or part hour	£40 per hour or part hour
<b>Community Room</b>	£15 per hour or part hour	£20 per hour or part hour

Name of Applicant/Organisation	
Name of representative <i>if applying on behalf of an organisation</i>	
Address	
Telephone and/or mobile no.	
Email address	
Purpose of use:	
Please indicate which space you wish to hire: <input type="checkbox"/> Hall <input type="checkbox"/> Hall + Kitchen <input type="checkbox"/> Community Room	
Does your event require step-free access for participants? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	
<input type="checkbox"/> I have attached a copy of my organisation's safeguarding policies <input type="checkbox"/> My organisation does not have its own safeguarding policies but I'm willing to abide by those of St Anne and All Saints South Lambeth (see <a href="http://www.stanneandallsaints.org.uk/safeguarding/">www.stanneandallsaints.org.uk/safeguarding/</a> )	
How many people do you anticipate attending your event?	
What are you charging participants to attend your event?	
Are you planning on bringing in any electrical equipment? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, has it been PAT tested? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> not applicable	
Date(s) required	
Time(s) required <i>(Please remember to include any setting up and clearing up times)</i>	
Frequency of use	

Signature..... Date.....