



Flax Bourton Church of England Primary School

Station Road, Flax Bourton, Bristol, BS48 1UA

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Co-Headteachers:
Ms. Jane Bennett and Mrs. Lorraine Woollven

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Application for hire of part or parts of the School premises

Name of Body/Individual/Organisation applying:		
Address for contact:		
E-mail address for contact:		
Date(s) and times requested:		
Area/building/room requested for hire:		
Activity for which request is made (describe precisely please):		
Numbers attending:	Adults:	Children:
Do you hope to use any specific items of School equipment, facilities or furniture? If so, what?		
Name of person taking responsibility throughout the period(s) of hire:		
Public Liability Insurance (tick one): <i>Public Liability Insurance of £5m is a requirement of North Somerset Council for all users of the Council's facilities, and a copy as evidence of such insurance needs to be provided.</i>	Own cover	Council cover
<i>If this forms contains insufficient space please attach a continuation sheet</i>		
I have read and accept all conditions and regulations relating to the letting of these premises.		
Signature:	Date:	
Print Name:	Tel No:	

For office use only	Date application received:		
Permission is (tick one):	granted		refused
Special conditions imposed (if any)			
Hire Charge: £	Insurance Premium: £		
Payment due by (date):	By: cheque to North Somerset Council / ParentPay		
Signed:	Date:		
Headteacher, Chair of F&P Committee or Chair of Governors			
Alarm monitoring contact attached: Y / N	Date applicant notified:		