



Education - Business - Recreation

# The Canterbury Academy

www.canterburyacademy.co.uk

## BOOKING INFORMATION

Name of organisation or individual to be invoiced			
Name of main contact			
Address of hirer (organisation or individual)			
Details of Event (Please state name and nature of event and any other information which may impact on the venue requirements)			
Telephone (Home)		Telephone (Mobile)	
Telephone (Work)		Email Address	

## SCHEDULE OF BOOKING

Accommodation	Date(s)	Times	Price

## ADDITIONAL REQUIREMENTS

Additional Requirements

Catering/Hospitality

Evidence of Public Liability Insurance

The Canterbury Academy Public Liability @ 4% of overall hire cost

TOTAL INCLUDING V.A.T ON VATABLE ITEMS


Sales invoices will be raised monthly in arrears. Payment terms are settlement within 14 days

# BOOKING NOTES

--

## DECLARATION

I DECLARE THAT I AM OVER 18 YEARS OF AGE	
I DECLARE THAT I HAVE READ, UNDERSTOOD AND AGREE WITH THE ADDITIONAL INFORMATION AND TERMS AND CONDITIONS OF HIRE	
I DECLARE THAT I AM A LEGAL REPRESENTATIVE OF THE ORGANISATION	
Name of applicant	
Name of organisation	
Position in organisation (if applicable)	
Signature of applicant	
Date	

*In partnership with Simon Langton  Grammar School for Boys to provide a grammar school band in a comprehensive school for all the talents*