



## St Andrew's Psalter Lane Church

An Anglican Methodist Partnership

### St Andrew's Psalter Lane Church and Shirley House Booking Form

<b>Name of Hirer:</b> (Group or Organisation)			
<b>Contact Name:</b>		<b>Telephone No.</b>	
<b>Contact Address &amp; Post Code:</b>			
<b>Email address:</b>			
<b>Billing address (if different from above):</b>			

Please refer to the booking information sheet for session times and maximum room capacity

<b>Event Title:</b>		
<b>Date(s) of event</b>		
<b>Session(s):</b>		
<b>Room(s)/Building requested:</b>		
<b>Expected No. of attendees</b>		
<b>Agreed fee</b>		
<b>Is this a public concert with an audience and therefore subject to a PRS fee?</b>	<b>YES / NO</b>	

04/25

**This declaration must be signed by the hirer.**

I/We confirm that I/we have received a copy of Conditions of Hire and Guidance Notes and accept the terms and conditions therein.

Name(s):

Signed:

Date:

Group/Organisation:

To confirm your requirements please complete this form and return to:

**The Caretaker, Church Office, Shirley House, 31 Psalter Lane, Sheffield S11 8YL**

Email: [bookaroom@standrewspalterlane.org.uk](mailto:bookaroom@standrewspalterlane.org.uk)