

**Enquiry form for hire of**

**Philadelphie Methodist Centre**

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| **Full name of person enquiring:**  |  |
| **Organsation name (if appl.):** |  |
| **Email:**  |  |
| **Telephone number:** |  |
| **Details of event type:**(Please note that no alcohol is allowed on the premises or car park) |  |
| **How many people do you expect at the event:** |  |
| **Is this a recurring event or one off:** |  |
| **Date/s of event:**  |  |
| **Times you wish to have the space available:**(Please include sufficient time for preparation and clearing up within your hire times) |  |
| **Please circle the main space you are interested in hiring:**Worship Space / Church Hall / Both**Will you require use of the kitchen facilities:** Yes / No |
| **If you have any additional questions or details about the event you are intending to hire for, please add here:**  |

Please ensure this form is completed as fully as possible and send to circuit.office.jsy@gmail.com, so that confirmation of availability and notice of the cost of hire can be provided.