



Old Marston Village Hall Management Committee
Mortimer Hall, Oxford Road, Old Marston, Oxford OX3 0PH
Registered Charity No. 304331

2016/17 booking request

Name			
Address			
Postcode			
Mobile/landline			
email			
Date required			
Time required			
Purpose of hire			
Maximum No's attending	(To Include all children and adults attending)		
Alcohol being	Supplied Yes / No	For sale Yes / No	(delete where appropriate)
Food being	Supplied Yes / No	For sale Yes / No	(delete where appropriate)

If you have any special requirements please list them below and we will endeavour to accommodate them.

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The Hire fee includes the use of all available facilities at Mortimer Hall including tables/chairs and kitchen. A £50.00 deposit is required for all bookings and is refunded if you leave the hall as you find it. If you have any further questions please list them below.

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Thank you for your enquiry it will be dealt with on a first come first served basis as soon as possible. Regards Chris