

RISE

BOOKING FORM

PRIVATE, ONE-OFF BOOKINGS IN THE SUN ROOM & THE OLD SCHOOL ROOM

Please complete and email back to info@risefrome.com

ABOUT YOU

Main contact name

Address

Phone number

Email address

ABOUT THE BOOKING

Type of booking (e.g. Private rehearsal, private tuition, photo-shoot, etc.)

ABOUT THE BOOKING

Please indicate the room you require. For more information about the specifications of each room, visit our website risefrome.com

The Sun Room

The Old School Room

Please indicate:

One-off

Every week

Times of the booking (one hour minimum)

Date of booking (DD/MM/YYYY)

Other dates if a regular booking is applicable

PARKING

Do you require a car space? There is a **single reserved space** for **Hirers** or **Class Leaders** only. Please refer to our website for further parking information.

Yes

No

OPTIONAL EXTRAS

Please note these are charged in addition to the cost of venue hire.

Number of chairs required

Number of tables required

CONTINUED OVER...

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WHAT WE REQUIRE FROM YOU

- Evidence of Public Liability Insurance for Hirer/Class Leader – **note that no class can proceed without this.**
- Booking Form – this form must be signed, completed and returned to RISE via email or in person to the Manager.
- 50% Advance Payment – once the Booking Form is received you will be issued with an invoice of 50% Advance Payment for your first month in order to secure your booking. Payment must be made prior to your first booking.
- Once your classes have commenced, we will invoice in advance monthly via email. Payments are to be made via BACS. We do not accept cash or cheques. For cancellations, please see our Cancellation Policy in our Terms and Conditions.

**SIGNED
BY HIRER**

**SIGNED BY
MANAGER**

RISE

WHITTOX LANE, FROME, BA11 3BY | 07712523734
info@risefrome.com | risefrome.com

**FOR OFFICE
USE ONLY**

Terms and Conditions signed
by Hirer / Class / Event leader

Emergency Evacuation
induction with Manager

Public Liability
insurance seen

Deposit / or first
month's invoice paid

Evidence of Charity or Not
for Profit status (if applicable)