

**ALTON MANOR COMMUNITY CENTRE  
HOME OF 1<sup>ST</sup> ALTON MANOR SCOUT GROUP**

**PAYMENT FORM**

**Community User**

Number of rooms wanted.....

Number of hours wanted @ £5per hour per room

Please note minimum charge of £10 for the first 1-2 hours per room

Amount due.....to be paid in advance

**Single Trader Use (Regular Use)**

Number of rooms wanted.....

Number of hours wanted @ 10 per hour per room

Please note minimum charge of £20 for the first 1-2 hours per room

Amount due.....50% to be paid in advance

**Single Trader Use (Regular Use)**

Number of rooms wanted.....

Number of hours wanted @ 10 per hour per room

Please note minimum charge of £20 for the first 1-2 hours per room

Amount due..... to be paid in advance

**Private Function Use**

Number of rooms wanted.....

Number of hours wanted.....Fee:- £25 for first 3 hours, then £5 per hour thereafter.

Amount Due:-                      £.....

Plus, refundable deposit of      £25 (Returned on satisfactory inspection of premises after use)

Total Payment (Payable in advance) £.....