## East Kilbride Old Parish Church Use of Halls/Rooms

This form is intended for applications for occasional use in our halls or rooms for small meetings, such as team meetings or informal discussions.

- Requests to be made to the church office before the meeting
- Record of attendees maintained by the organiser

Person Responsible:							
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Tel no:			e-mail address				
Hall/Room Requested							
Details of the Group							
Date/Time Requested							
The named person shall be responsible for reading the Conditions of Let							
and for the conduct and happenings during each let.							
On behalf of the above organisation/group/event, I agree to abide by the Conditions of Let and the Church of							
Scotland's Policy Statement.							
Signature				Date			
(Print Name)							
The named person shall be responsible for reading the Conditions of Let and for the conduct and happenings during each let.  On behalf of the above organisation/group/event, I agree to abide by the Conditions of Let and the Church of Scotland's Policy Statement.  Signature  Date							

Please return the form to the Church Secretary (address below) or by email to <a href="mailto:ekopc.office@btconnect.com">ekopc.office@btconnect.com</a>

East Kilbride Old Parish Church 3-5 Montgomery Street East Kilbride, G74 4JS

## **East Kilbride Old Parish Church**

**Registered Charity No Sc000609** 

Official Use:			
Fee Paid:	Cash/Cheque/Waived	Receipt no:	
Date Paid:	Received by:		
Notes			