



**Stanley Palace,
Watergate Street,
Chester,
CH1 2LF,
Tel/fax 01244
325586**

**Office Hours: Tuesday – Friday 10.00am –
4.00pm (closed 1.00 – 2.00pm)**

The Friends of Stanley Palace Reg, Charity No 1076693

**Trustees: Terry Rimmer (Chairman), Roy Finchett
Secretary: Janet Jones**

Hiring Form

Please read the “Conditions of Hire” then carefully complete this form & return it to us signed within seven days of provisional enquiry. A duplicate copy of this form will be sent to you for your records, Please retain the “Conditions of Hire”

Name of Hirer
Address
Telephone Numbers
Contact Name
Contact’s Telephone Number

Day & Date of Hiring
Time of Hiring from To
Purpose of Hiring

Rooms Required (please indicate with a tick)

The Whole Building
Gallery
Dining Room
Queen Anne Room
Kitchen facilities
Kitchen Tea/Coffee making only
Use of Grand Piano – by arrangement with Stanley Palace

Payment – Cheques to be made payable to “Friends of Stanley Palace”
Total Amount Payable
Deposit Due at Time of Reservation
Balance of Payment (due on presentation of invoice)

Please note weekly / monthly hirers are invoiced on a monthly basis.
Event / Casual hiring – balance of payment must be received before the date of event

I have read and hereby agree to the terms and conditions of hire

Signed Date