

Bluesci Wellbeing Centres Room Hire Booking Form



Please complete for booking rooms at:

Coppice Library & Wellbeing Centre Coppice Avenue, Sale. M33 4ND
coppicelibraryandwellbeing.org.uk

Old Trafford Wellbeing Centre Seymour Grove, Old Trafford. M16 0LN
oldtraffordwellbeing.org.uk

Broomwood Community Wellbeing Centre Mainwood Road, Timperley. WA15 7JU
broomwoodwellbeingcentre.org.uk

Partington Library and Wellbeing Centre, Central Road, Partington M314FY
partingtonlibraryandwellbeing.org.uk

Room Hire Costs

Meeting rooms/ counselling rooms/ catering kitchen (Broomwood only)

| | | |
|--|--|---|
| Local Community Groups £4.50 per hour | Statutory Organisations and larger Not-for-Profit organisations £7.40 per hour | For Profit Organisations £ 14.50 per hour |
|--|--|---|

Hall (Broomwood)

| | | |
|--|---|---|
| Local Community Groups £8.40 per hour | Statutory Organisations and larger Not-for-Profit organisations £10.40 per hour | For Profit Organisations £ 18.50 per hour |
|--|---|---|

Applicants name
(for correspondence)

(if booking is for an organisation include its name.)

Address including post code (this will be used for invoice purposes)

Telephone / Mobile and email address

Tick status of applicant (*this decides room hire rate charged*)

Local community group

Statutory organisation / larger not-for-profit organisation

For-profit organisation

Type of room(s)
you wish to book

Counselling room Meeting Room Training Room

Hall (Broomwood) Kitchen (Broomwood)

Other (provide details)

Date(s) required Including
start and finish time.

*If you require a block
booking (up to 12 months)
list all dates on additional
sheet including last booked
date)*

Type of event

How many people
are you expecting?

Further information/
special requirements

Extra information required from NHS / Council Services

Purchase Order Number

Dept

The terms and conditions of room hire are enclosed with this form and must be read before agreement to hire is made either in writing or by verbal consent. Please note that a £15.00 admin fee may be charged, should you change details of the booking after confirmation ie; date, times or room.

Signed..... Date.....

Please return (post or email) within 14 days of the proposed booking. We will contact you in case of any queries. Bluesci Support Mainwood Road, Timperley. WA15 7JU

paul@bluesci.org.uk

Telephone Enquiries 0161 912 3560