



## St Marks Room Hire Enquiry Form

This form is for the purposes of enquiry about hiring of rooms and will only be confirmed if rooms are available.

Purpose of booking	
Date of booking	
Rooms required	
Contact details	Email:
	Phone:
Name of charity <i>(if applicable)</i>	
Entry time <i>(including set up)</i>	
Exit time <i>(including clear up)</i>	
Numbers attending	People:
	Cars:
Layout <i>(see website for details)</i>	

Notes
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Please send to [bookings@stmarkssoton.co.uk](mailto:bookings@stmarkssoton.co.uk)