

# LOFTUS RECREATION CENTRE BOOKING FORMS 2019

## CONTACT DETAILS

Contact Name:	
Booking Name:	
Address:	
Email:	
Phone:	Mobile:

## CASUAL BOOKING DETAILS

Type of Activity/Sport:	Number of Participants:
Start Time:	Finish Time:
Date of Booking:	Day of Booking:

SEE BELOW FOR ON GOING

## ONGOING CASUAL BOOKING DETAILS

Type of Activity/Sport:	Number of Participants:
Frequency:	How many Weeks:
First Date of Booking :	Last Date of Booking:
Start Time:	Finish Time:
Any Dates Not Required (include public holidays ect):	

*Please ensure you allow for set-up and pack down in your booking times to avoid delays in start times and finish times. Set-Up and Pack Down is the responsibility of the User.*

## COURT / ROOM

Court 1	<input type="checkbox"/>	Function Room	<input type="checkbox"/>
Court 2	<input type="checkbox"/>	Function Room Kitchen	<input type="checkbox"/>
Court 3	<input type="checkbox"/>	Upper Function Room	<input type="checkbox"/>
Court 4	<input type="checkbox"/>	Boardroom	<input type="checkbox"/>
Court 5	<input type="checkbox"/>	Playclub	<input type="checkbox"/>

## RESOURCES REQUIRED *Please note quantities required*

Tables:	Chairs:
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## OFFICE USE ONLY

Date Received:	Date Booked:
Confirm Sent:	Total Payment Required:

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**LOFTUS**  
recreation centre

