

THE RELIGIOUS SOCIETY OF FRIENDS SOUTH BELFAST PREPARATIVE MEETING

22 Marlborough Park North, Belfast, BT9 6JH

APPLICATION FOR USE OF PREMISES

Name of Organisation:	
Address:	
City:	
Postcode:	
Your Name:	
Telephone (mobile):	
Telephone (alternative):	
Email address:	

Purpose / Values of your organisation: <i>How do you relate to Quaker ethos & testimonies (See Appendix 1)</i>	
Tell us what you hope to use our premises for:	

Date(s) premises required: <i>(Please list all dates)</i>	
Times premises to be opened and closed:	Opened by: _____ Closed by: _____
Do you have a member of South Belfast Quakers within your organisation who will be responsible for opening and closing the premises?	<input type="checkbox"/> Yes, name of member: _____
	<input type="checkbox"/> No, we will need a caretaker to open/close the premises.
	A member of your organisation must be present at the requested opening and closing times

Rooms required: <i>(Please see separate sheet for room sizes and kitchen facilities available)</i>	<input type="checkbox"/> Large Room	<input type="checkbox"/> New Room	<input type="checkbox"/> Kitchen facilities
	<input type="checkbox"/> Small Room A	<input type="checkbox"/> Small Room B	<input type="checkbox"/> WHOLE BUILDING

Insurance:	Name & Address of your insurance company:
	Policy number:
	Organisations using the premises are advised to arrange temporary insurance cover through their own insurance company or through Sam Rankin & Co., 21-23 Bachelor's Walk, Lisburn. Tel: 028 9267 6235

Child Protection:

Does your organisation
ever include children or
young people?

☐ Yes

☐ No

If Yes, please confirm that your organisation has a Child Protection Policy in place:

☐ Yes, we have a Child Protection Policy in place
Donations:

Donations for use of
premises should be
received **within 2 weeks** of
booking

Donations by BACS are
preferred, but donation by
cheque can also be made

BACS payments should be made to:

Sort Code: **08-92-99** Account: **65301760**

Please quote the **name or your organisation** in the 'message' or 'reference' field

Cheque donations should be made payable to 'South Belfast Preparative Meeting' and posted to the address below.

Session Rates (up to 4 hours)	Public Sector	Profit-Making	Community / Not-for-Profit
Large Room	£60.00	£40.00	£35.00
New Room	£35.00	£25.00	£20.00
Small Room A	£25.00	£20.00	£15.00
Small Room B	£25.00	£20.00	£15.00
Kitchen facilities	£10.00	£6.50	£6.50
Whole Building	£130.00	£110.00	£75.00

**Return form and any
donation to:**

Email: kerry@karenandkerry.com

Post: Kerry Nicholson, Friends Meeting House, 22 Marlborough Park North, Belfast, BT9 6JH

Contact:

Any queries or difficulties

Kerry Nicholson ■ 079 8000 7372 📧 kerry@karenandkerry.com