



The Royal British Legion Club (Seaford) Limited, Legion House,
70 Claremont Road, Seaford, East Sussex. BN25 2BJ. Telephone : 01323 890154

BOOKING FORM

This form is to be used to book any function at the British Legion Club Seaford, and is a requirement of Fire Regulations that it is completed and given to the Club before the event.

Please supply a list of people attending your function along with your booking form and payment in an envelope and mark it for the attention of the Secretary Carol Collins. **The conduct of all guests attending the club are your responsibility. No function maybe shown on social media networks as this contravenes Club rules.**

Contact Details: Carol Collins email: seafordlegion@gmail.com

These details must be received before the event.

CLUB MEMBER PRICES

If you are booking a Wake and the number of people attending is going to be **40+** then there will be a charge of **£35** under 40 people is **free of charge**. A list should be provided of people attending, and the time will need to be given of the wake, so as to arrange bar staff. All catering is to be arranged independently with Keith in the kitchen his mobile is: 07850 582692.

If you are booking a party or reception then the charge is **£50**.

If you require entertainment and there is none booked by the club, then you will have to arrange and pay for the entertainment. This applies to both members and non members.

NON MEMBER PRICES

If you are booking a Wake and the number of people attending is going to be **40+** then the charge is going to be **£50 plus £35 = £85**. If the number is going to be below 40 then the charge is **£50**. A list should be provided of people attending, and time given of the Wake, so as to arrange bar staff. All catering is to be arranged independently with Keith in the kitchen.

If you are booking a party or reception then the charge is **£100**.

If you require entertainment and there is none booked by the club, then you will have to arrange and pay for the entertainment. This applies to both members and non members. All catering is to be arranged independently with Keith in the kitchen.

Please note that although an area for catering and your group will be allocated you will not have exclusive use of the club as members may be present.

BOOKING FORM 2.

Function:

Name:

Membership Number:

Address:

Telephone Number:

Date Requested:

Fee Enclosed:

Payment in advance by cheque please.

Please place this payment in an envelope marked for the attention of Mrs Carol Collins Secretary together with the list of people attending, and also the Booking Form.

ROOM HIRE

Should you be interested in booking any of our rooms for hire, please submit your request to Carol Collins who will check availability and get back to you with the rates.

We usually charge £10 per hour with a minimum of 5 hours hire for a daily rate, but other rates and terms can be requested.

Room Hire re business/corporate bookings £50 per day

At all times **NO** food may be brought into the Club for any function. There is a fully functioning kitchen in which Keith will provide food for parties, etc.