

## SPORTS CENTRE INDOOR BLOCK BOOKING FORM

Booking Details:			
Name of Team/Group:			
Session Contact Name:			
Session Contact Number:			
Session Contact Email:			
Contact name of person paying:			
Email address:			
Safeguarding Officer Contact Name:			
Safeguarding Officer Contact Number:			
Safeguarding Officer Contact Email:			
Fire Officer Contact Name:			
Fire Officer Contact Number:			
Fire Officer Contact Email:			
Activity			
Facility	<input type="checkbox"/> Gymnasium	<input type="checkbox"/> Classroom	<input type="checkbox"/> Lakeside Hall
	<input type="checkbox"/> Full Sports Hall	<input type="checkbox"/> Sports hall Court Please indicate court No. 1 2 3 4	
First session date		Last session date	
Times		Day	
Payment Methods	<input type="checkbox"/> Card <input type="checkbox"/> Bank Transfer		
Dates not attending		Are you affiliated to an NGB	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Affiliated body & number	
Do you require Centre equipment or need to store equipment?			Y/ N
If yes please state the Sports Centre equipment you need			
If you are storing equipment please provide a list of equipment with (where appropriate) health & safety and insurance information		<input type="checkbox"/> Inventory provided <input type="checkbox"/> H&S certificated provided	
Is the session for juniors? Y/ N			
If yes, please provide a copy of the Safeguarding and Child protection policy that is followed with the booking form			
<input type="checkbox"/> Please tick to show the policy has been provided with the completed booking form.			

**I have read, understand and agree to the terms and condition of hire at Kirk Hallam Community Academy.** I confirm that the organisation on whose behalf I am applying accepts them without reservation and that I am their duly authorised agent empowered to accept these conditions on their behalf.

Please tick this box if you are happy for the Sports Centre to advertise/ promote your session.

### GROUP REPRESENTATIVE:

Signed:..... Name:..... Date:.....



**KIRK HALLAM**  
COMMUNITY ACADEMY

**Official Use:** Staff Initials:

Date of confirmation:

Price: