


## FORRES HERITAGE TRUST – TOLBOOTH BOOKING FORM

		ORGANISATION							PLEASE USE ONLY <b><i>ONE MONTH</i></b> PER FORM POST COMPLETED FORM INTO LETTERBOX AT FRONT DOOR. THANK YOU	
		CONTACT NAME								
MONTH	DAY	DATE	START TIME	FINISH TIME APPROX	COURT ROOM	OLD RENT ROOM	BOARD ROOM	VESTIBULE	KITCHEN REQUIRED YES/NO	FACILITIES (CHAIRS / TABLES ETC)  DETAILS OF FUNCTION E.G (MEETING/ EXHIBITION ETC)

### PRICING STRUCTURE

	ALL DAY	HALF DAY	EVENING
COURT ROOM	£120.00	£60.00	£30.00
OLD RENT ROOM	£80.00	£40.00	£30.00
BOARD ROOM	£80.00	£40.00	£30.00
VESTIBULE	£45.00	£30.00	£15.00

FOR USE BY FORRES HERITAGE TRUST ONLY  
REMARKS:

### PLEASE NOTE:

A CANCELLATION FEE MAY BE CHARGED

UNLESS PREVIOUSLY NOTIFIED

**ANY DAMAGE TO PREMISES , FIXTURES or FITTINGS WILL BE CHARGED FOR**

**I CERTIFY THAT I AM 18 YEARS OR OVER**

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

Forres Heritage Trust, The Tolbooth, High Street, Forres . IV36 1NX  
Charity Number – SC041891  
Company Registration Number – SC387944