

**SCA BAR
REQUEST FOR BAR FACILITIES**

This form **MUST** be completed if Sections, members or private hirers require the use of the bar facilities for special events in the Main Hall or upstairs rooms.

NB The booking can only be confirmed after agreement with the bar.

Tony Guest 01740 622185; Rodger Easson 01740 620656

Normal Bar Opening Hours

Monday – Thursday 7.30pm – 10.30 pm
Friday 7.30pm – 11.00 pm
Saturday Closed (unless an event is booked)

Any other times by prior agreement.

A £20.00 fee will be charged if bar facilities are required outside normal opening hours.

The SCA holds a Local Authority Premises Licence to sell alcohol on SCA premises.

All alcohol consumed on the premises must be purchased from the bar. It is illegal for any other person or group to sell alcohol on these premises.

Maximum Capacity of Rooms

Main Hall 70 persons Upstairs Rooms 25-30 persons

Name: _____

Tel No: _____

e-mail address _____

Date of event: _____

Number of people expected at the event: _____

Times the bar is required:

From: _____ **To:** _____

Functions organised by members and all private hirers.

Conditions:

1. All drinks **MUST** be bought from the bar. If you have particular requirements for your event e.g. sparkling wine please arrange this beforehand.
2. The sale of drinks is prohibited.
3. Those under 16 years of age are not allowed in the Bar area after 9.00 pm.
4. Drinks taken outside the building **MUST** be in plastic glasses, please ask the bar staff.

Please note:

The bar is staffed by volunteers and while we try to accommodate requirements it may not always be possible.

I understand and agree to the conditions set out above;

Signature _____ **Date:** _____

Please return this form to 20 The Meadows or e-mail to tonyguest66@yahoo.com prior to confirmation of the booking.

Further information can be obtained from Tony Guest (01740 622185) or Rodger Easson (01740 620656)