

# WILTON ESTATE

## APPLICATION FOR THE HIRE OF THE MICHAEL HERBERT HALL, SOUTH STREET, WILTON

I hereby apply for the use of the facilities at The Michael Herbert Hall, Wilton, as set out below:

Name of Organisation			
Contact Name			
Contact Address			
Telephone/Mobile			
Date of Function		Approximate Number Attending	
Time	From:	To:	

**PLEASE NOTE: One hour will be added to the time of each function to cover preparation and clearing up**

Type of Function						
Will the Function be:	Open to the Public?	YES/NO	Disco?	YES/NO	Band?	YES/NO
Facilities Required (please tick)	Kitchen		Bar		Committee Room	
	Crockery		Stage		Balcony	

**LICENSED BAR: If an application is to be made for bar facilities, an Occasional Bar Licence must be applied for by your chosen bar operative and a copy of the licence should be forwarded to the Estate Office at least 14 days before your function**

Outside Bar Name	
Address	
Telephone/Mobile	

I AGREE to abide by the Booking Terms and Conditions (a copy of which I have received) and to pay the charges notified and to accept full responsibility thereunder

Signed ..... Date .....

How did you hear about the Hall?	
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Please return this form to The Estate Office, Wilton, Salisbury, Wiltshire SP2 0BJ  
DO NOT SEND ANY MONEY WITH THIS FORM

Confirmation of your booking will be sent to you with details of the deposit and balance due