

**FAIRMILEHEAD PARISH CHURCH: HALL LETS
MULTIPLE LET APPLICATION/ALTERATION**

Organisation _____ Date of application/alteration _____

Activity _____

Contact Name _____ Tel _____

Email _____

Day	Start Time	End Time	Start Date	End Date	Hall(s) Sought	Hall(s) Allocated by Office		
Sun							Church Officer approval YES / NO _____(initials) _____(date)	
Mon								
Tues							CC Coordinator approval YES / NO _____(initials) _____(date)	
Wed								
Thurs							Entered in Diary YES / NO _____(initials) _____(date)	
Fri								
Sat							Invoice Issued YES / NO _____(initials) _____(date)	
Dates not required								
Additional Requirements								
If replacing current let give details here								
Church Office Use only								