

Mapua Community Hall Booking Request /Details Form
 (payment will be on invoice – see rates of hire on website)

Group/individual's Name	
Name of contact person (including for payment)	
Contact details;	
Postal address	
Email	
Telephone	
Mobile	
<i>Name of alternative contact person</i>	
<i>Contact details;</i>	
<i>address</i>	
<i>Email</i>	
<i>Telephone</i>	
<i>Mobile</i>	

Regular event

Day/s requested Indicate weekly / time of month	
Times (2 hour min except for kitchen) Hours	
Whole day	
Weekend	
Type of activity	

Single Event

Date/s requested	
Times (2 hour min except for kitchen) Hours	
Whole day	
Weekend	
Type of activity	

Requested space (tick combination requested)

Main Hall Bill Marris Room Small Meeting room Kitchen
 Supper Room Domain foyer Gallery **Whole complex**

Complete form and return to Trish Smith :
 email : mapuabookings@gmail.com or
 post : PO Box 19 Mapua, Nelson 7048