



East Kilbride Old Parish Church

Use of Halls/Rooms

This form is intended for applications for occasional use in our halls or rooms for small meetings, such as team meetings or informal discussions.

- Requests to be made to the church office before the meeting
- Record of attendees maintained by the organiser

Person Responsible:			
Tel no:		e-mail address	
Hall/Room Requested			
Details of the Group			
Date/Time Requested			
The named person shall be responsible for reading the Conditions of Let and for the conduct and happenings during each let.			
On behalf of the above organisation/group/event, I agree to abide by the Conditions of Let and the Church of Scotland's Policy Statement.			
Signature		Date	
(Print Name)			

Please return the form to the Church Secretary (address below) or by email to ekopc.office@btconnect.com

East Kilbride Old Parish Church
3-5 Montgomery Street
East Kilbride, G74 4JS

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East Kilbride Old Parish Church

Registered Charity No Sc000609

Official Use:					
Fee Paid:		Cash/Cheque/Waived		Receipt no:	
Date Paid:		Received by:			
Notes					