Luxford Centre, Library Way, Uckfield TN22 1AR

Application Form to place a Banner in excess of A4 on the Luxford Centre fence.

Email the completed form to room.hire@luxfordcentre.onmicrosoft.com

Name of applicant

Position in organisation

Address

Email Telephone number

Name of Organisation

Date of event/s

Place of event/s

One off placement of a Banner

Date Banner to be placed on Luxford Centre fence……
(No earlier than 14 days before event)
Date Banner to be removed from the Luxford Centre fence, including ties. This must be **the day after the even**t……..
Size of banner ……..
A Banner can only be placed with the permission of the Chairman of the House Committee or a delegated person. Tele: 07802 954669 / 07742 575681 or room.hire@luxfordcentre.onmicrosoft.com
I (name in capitals) ……..am authorised by the above organisation to make this application. I agree to a fee of £20

Signed……
Note: Fees for commercial enterprises will be individually negotiated.

Banner to be placed regularly on Luxford Centre Fence

How many times a year?……
Dates of Events……
……
Banners not to be place **more than 14 days prior** to event and removed **the day after the event**.
Size of Banner……
A Banner can only be placed with the permission of the Chairman of the House Committee or a delegated person. Tele: 07802 954669 / 07742 575681 or room.hire@luxfordcentre.onmicrosoft.com
I (name) in capitals……am authorised by the above organisation to make this application. I agree to a fee per annum as set out below:
Up to three times - £30
Up to five times - £50
Up to seven times - £60
Up to ten times or more - £70

Signed……
Note: Fees for commercial enterprises will be individually negotiated.

To be signed by the Luxford Centre

I…….. on behalf of the Luxford Centre agree to the banner being placed as above.
Signed……..Date……