



BLACK ISLE LEISURE CENTRE

Deans Road, Fortrose, IV10 8TJ

Tel: 01381 621252

Email: blackisle.leisurecentre@highland.gov.uk

Birthday Party Booking Form

Full Name	
Home Address	
Phone Number	
E-Mail Address	
Birthday Child's Name	
Birthday Child's Age (on Birthday)	
Date & Time Required (dd/mm/yyyy)	
Approx Number of Children	
Other Requirements (eg, use of oven / specific games etc)	
Type of Party (craft, BBP, sport, under 5's)	

Please sign below to confirm that you have read and understood the terms and conditions and customer guidelines listed overleaf.

Customers Signature _____ Date _____

Customer Guidelines

- Please note that Bookings are for 2 hours and access cannot be given prior to agreed times.
- Booking times **include preparation and dismantling** of equipment.
- Maximum participants for birthday parties are 25 children.
- Once the booking is confirmed, 7 days notice of cancellation is required otherwise charges apply.
- For protection of the games hall floor we kindly ask that **only flat shoes or trainers** be worn in the hall. Anyone wearing any form of heel is kindly asked to remove footwear before entering the main games hall

Data Protection

The information you have supplied will be used for the purpose for which you have provided it and any relevant procedures following from this. This data will be maintained in accordance with the Act and will not be passed on or sold to any other organisation without your prior approval unless this is a legal requirement.

For further information please refer to the poster on the notice board.

Permission to Photograph or Film

For the safety and privacy of users, you must register your wish to use a camera or video camera on our premises.

For office use only

Received by: _____ Date: _____

Approved by: _____ Date: _____

Confirmed By: _____ Date: _____

Entered into system by: _____ Date: _____