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**Cole Street Methodist Church**

**Initial Booking Form**

**Darby End, Netherton, Dudley, DY2 9PA**

**part of the Dudley & Netherton Methodist Church Circuit**

**www.facebook.com/colestreetchurch www.colestreetchurch.org.uk @CSMChurch Cole Street Church**

**Applications for the hire of our facilities at Cole Street Methodist Church are considered by the Cole Street Methodist Church Council whom reserve the right to reject an application without assigning a reason therefore. The individual/group hiring the premises must satisfy the Church Council that appropriate insurance and risk assessment is in place and that the individual/group complies with the terms and conditions as set out by the Methodist Church.**

**Please complete the form below:**

|  |  |  |
| --- | --- | --- |
| Name\*: | Phone Number: | |
| Email address\*: | | |
| Purpose of booking (please indicate)\*:   * Wedding * Party * Other (please specify)^ * Funeral * Meeting * Baptism * Celebration (other) * Fundraising event | | |
| ^please specify specific detail here: | | |
| Facilities required (please indicate)\*:   * Guild Room * Sunday School Room * Main Hall * Kitchen – Please specify requirements - | | |
| Proposed date(s)\* | | |
| Proposed time\*: am/pm | | Proposed duration\*: |
| Any information you feel would help process your application quickly: | | |

\*required field – failure to provide the information in these fields will slow the booking process

**Please email this completed form to:** [**bookings@colestreetchurch.org.uk**](mailto:bookings@colestreetchurch.org.uk) **or alternatively send to: Bookings, Cole Street Methodist Church, Netherton, Dudley, West Midlands, DY2 9PA.**