



BOOKING REQUEST FORM

Club/Dept / Coach/ Org Name

Sport / Activity

Activity type (match, training, event, other)

Organiser Name: _____
 Organiser Contact: _____
 Email: _____
 Phone: _____

Budget Holder Name: _____
 Budget Holder Email: _____

Exclusion Date

Facility	No. of courts / lanes	Dates / Days	Times
Sports Hall	1 2 3 4 5 6 7 8	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Tennis Hall	1 2 3	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Pool (Lanes)	1 2 3 4 5 6	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Studio	1	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Squash	1 2 3	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Climbing	1	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Servery	1 2	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Hard Courts	1 2 3 4	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Pitches (Duke's Meadow)	1 2 3 4 5 6 7	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Track	1	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Athletics Field	1	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Solefield's Pitches	1 2 3 4	___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm
Other		___/___/___ to ___/___/___	___:___ am/pm till ___:___ am/pm

Please circle any requirements you have:

Instructor	Sports Equipment	WIFI	Projector	Pavilion	Projector
Catering	Match set-up	Gazebo	Changing toilets (Male / Female)	Lifeguard	Other

Additional info:

Official Use Only

Acc Manager: _____ Date Received: _____ Resources Booked: _____ Booking Confirmation: _____