

HALL CANCELLATION NOTICE



This Cancellation Application must be lodged with Council at least Seven (7) working days prior to the booking – failure to do so could result in the hirer being charged for the hire as if it occurred.

I/We _____ (Individual/Organisation)

_____ (Contact phone number)

Make application to cancel the hire of the:

NGATEA or WAIHI or PAEROA HALL (Circle venue)

On the following date/s _____

The reason for the cancellation is:

Signed: _____ Date: ____/____/20____

Name: _____

Please print