

Complete the notes below.

Write **ONE WORD AND/OR A NUMBER** for each answer.

HIRING A PUBLIC ROOM

Example

- the Main Hall - seats 200

Room and cost

- the (1)... Room - seats 100
- Cost of Main Hall for Saturday evening: (2) £..... + £250 deposit ((3)... payment is required)
 - Cost includes use of tables and chairs and also (4).....
 - Additional charge for use of the kitchen: £25

Before the event

- Will need a (5)... licence
- Need to contact caretaker (Mr Evans) in advance to arrange (6).....