



Charity No: 272240

# Clacton Musical Theatre Society

(Formerly Clacton Amateur Operatic Society)

[www.c-m-t-s.co.uk](http://www.c-m-t-s.co.uk)

President: Edna Mountstephen

Chairman: Sam McCarthy

## Head Quarters Booking Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Tel No: \_\_\_\_\_

Mobile: \_\_\_\_\_

Date Required: \_\_\_\_\_ Time: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Event: Party Rehearsal Meeting Other: \_\_\_\_\_  
(Please circle)

I understand that the CMTS HQ is used at my own risk and that the Society will not be held responsible for accidents, loss or damage to personal property or person. Any persons under 18 years of age **MUST** be accompanied by someone over 18 years old for the whole duration of the usage. All damages to CMTS property or assets **MUST** be paid for. The HQ Manager or a Keyholder will meet you at your required start time, show you around the HQ and how to use the facilities and then the HQ Manager or Keyholder will come back to lock up at your finish time. All rubbish **MUST** be taken away by User. Disabled Parking only is allowed on the forecourt of the CMTS HQ.

**NB:** As CMTS is a charity we do not charge for using the HQ. However, we do have a minimum donation to cover heating & electric costs of **£13** per hour. Payment **MUST** be made before use. Cheques made payable to Clacton Musical Theatre Society.

Taking the above into account I would like to make a donation of £.....for the use of the hall.

**Signed:**

**Print Name:**

Please return both 'Gift Aid' and this Form to the Headquarters Manager, or any member of the Management Committee, with payment before date of use.

Society Use- Payment: Cash/Cheque. Date\_\_/\_\_/\_\_. Signed:

Position:

Updated 13.01.12.

Hon. Secretary: Julia Hewett  
Tel: 01255 436656  
Email: [Secretary@c-m-t-s.co.uk](mailto:Secretary@c-m-t-s.co.uk)

Hon. Treasurer: Keith Woodward  
Tel: 07944 292527  
Email: [Treasurer@c-m-t-s.co.uk](mailto:Treasurer@c-m-t-s.co.uk)

Affiliated to CVS Tendring.  
Affiliated to NETG.  
Affiliated to NAYT.

Affiliated to the National Operatic and Dramatic Association

