

ACTIVE WIRRAL

STRONGER HEALTHIER HAPPIER

WIRRAL LEISURE SERVICES BOOKING FORM

Complete the attached booking facility hire form for the period:

Winter Season 2024 / 25

Please ensure that you have fully read the updated 2022
Terms and Conditions of Hire document attached.

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Applications for facility hire for the purposes of
**Delivering activities to children under 18 or
Adults at risk MUST complete a Safeguarding
form which can be requested by email.**

No booking application will be confirmed until
safeguarding documents are received and
verified by the WMBC Safeguarding team.



ACTIVE WIRRAL LEISURE CENTRE BOOKING FORM

This form should be used if you wish to make a booking at an Active Wirral Leisure Centre.

| | | | |
|---|--|---|---------------------------------|
| Name of club, group or organisation | | | |
| A social gathering of individuals taking part in an activity <input type="checkbox"/> | | A leader delivering an instructed session to a group <input type="checkbox"/> | |
| Sport/Activity | | Adult <input type="checkbox"/> | Junior <input type="checkbox"/> |
| Leisure centre | | | |
| Facility area required | | | |

| | | | |
|---|---------------------------------------|-------|--------------------------------|
| Summer block booking: Weekly booking between 1st April – 31st August <input type="checkbox"/> | | | |
| Winter block booking: Weekly booking between 1st September- 31st March <input type="checkbox"/> | | | |
| Term time booking: Specific dates required between 1st September – 31st July <input type="checkbox"/> | | | |
| Annual <input type="checkbox"/> | Single event <input type="checkbox"/> | Other | |
| Estimated number of participants | | | Estimated number of spectators |
| First choice: | Requested day | | Requested time |
| Second choice: | Requested day | | Requested time |
| Third choice: | Requested day | | Requested time |

| | |
|------------------|---|
| Payment options: | Cash/Debit card - 14 days prior to booking date <input type="checkbox"/> |
| | Invoice - paid by card / cash <input type="checkbox"/> |
| | Invoice - bank transfer payable directly to Wirral Borough Council <input type="checkbox"/> |

| | |
|-------------------------|--|
| Additional information: | |
|-------------------------|--|

| | |
|--|--|
| Name of applicant | |
| Name of club, group or organisation | |
| Position held within the club, group or organisation | |
| Address | |
| Postcode | |
| Mobile number | |
| Email address | |

| | |
|--------------------------|--|
| Alternative contact name | |
| Mobile number | |
| Email address | |

| | |
|---|--|
| Name of Safeguarding Officer or Welfare Officer for club, group or organisation if applicable | |
|---|--|

PLEASE NOTE, by signing this application for you accept responsibility for

- Full payment of this booking within the timescales outlined in our booking T's and C's.
- Cancellations must be made in writing to leisureblockbookings@wirral.gov.uk at least 14 full days prior to the booking date or full payment is required.
- Applications for the intention of delivering a session to juniors or adults at risk must ensure that all Safeguarding forms are requested and fully completed prior to the booking start date.

| | | | |
|-----------|--|------|--|
| Signature | | Date | |
|-----------|--|------|--|

☐ I have read and accept the Terms and Conditions of hire 2022

This booking form must be emailed back to leisureblockbookings@wirral.gov.uk