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**Aberlady Community Association
(SCIO) SC053151**

Application for use of Aberlady Village Hall

Website: <https://www.aberlady.org/hall-bookings/>

Details of applicant

Name of applicant:

Address:

Postcode:

Email:

Phone:

Date and time required

Day of week:

Date:

Start time:

End time:

(23:30 for last dance and orders. Hall Vacated by midnight)

If additional time is required for setting up the event, this must be booked and paid to ensure that the hall is available.

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Details of event

Type of Event:

How many guests:

Kids -

Adults-

Additional suppliers:

Bouncy castle/Band etc

Please note you are responsible for organising and conveying with them.

Will a Licensed Bar* be in use? Y/N

If you have a bar, you or your bar provider must obtain a Licence from East Lothian Council.

Logs for the fire

If you would like to use the fire, the hirer is responsible for sourcing logs and cleaning fire out after use.

Bonds:

We ask that a bond is paid for all Evening Events and Weddings. Once the hall is checked and cleaned after the event this will be refunded less any reasonable costs for breakages/heating/electrics left on.

Bond required is £250 for a wedding.

Bond required is £100 for any other function after 1700

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Payment:

Cost of Event:

Additional cost for set up hours:

Bond payment:

Extras:

Total to be paid:

Please make cheques payable to Aberlady Community Association or pay by bank transfer to:

Aberlady Community Association,

Sort code: 16-00-07

Account number: 16344398

Please use your surname and date of booking as a reference, e.g. *'Smith 10 Sept'*

Full Payment must be paid prior to event.

Invoices can be provided upon request.

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Signature

Please submit your completed form with payment to Samantha Gilholm, % Aberlady Hall, Sea Wynd, Aberlady, EH32 0RA or via email to Ahbookings@hotmail.com.

Please ensure that you are fully aware of all the **Conditions for Hire** relating to the Hall (see www.aberlady.org/hall)

I declare that I am over 18 years of age.

Signed:

Date

Updated 07/09/2026 with info about logs
Updated 20/08/2026 with new bank details and SCIO number