



# Hythe Marina Association (HMA) Ltd

## The HMA Hub – Booking Request Form

*All bookings for use of The HMA Hub must be made using this form.*

<b>Full name of the hirer</b>					
<b>Address of the hirer</b>					
<b>Company name (if applicable)</b>					
<b>Phone number</b>					
<b>Email address</b>					
<b>Nature of activity</b>					
<b>Booking date</b>					
<b>Start time</b>					
<b>End time</b>					
<b>Frequency (if recurring)</b>					
<b>Number of attendees (25 max)</b>					
<b>Invoice address (if different to above)</b>					
<b>Name of health &amp; safety contact (if different to above)</b>					
<b>Address of health &amp; safety contact (if different to above)</b>					
<b>Comments</b>					

If you are an external organisation, please tick here to confirm that you have public liability insurance suitable for your activity

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Please note that by completing this booking form you are accepting to be bound by the Terms and Conditions for using The HMA Hub that can be found on the HMA website:

[www.hmaweb.org.uk](http://www.hmaweb.org.uk) > Facilities > HMA Hub Meeting Room

**Signature of Hirer** \_\_\_\_\_

**Date** \_\_\_\_\_

Please send your completed booking form by email to [hmahub@hythemarinaassociation.org.uk](mailto:hmahub@hythemarinaassociation.org.uk)