



**WEB BOOKING REQUEST FOR MEETING ROOM 5
SUITABLE FOR MEETINGS UP TO 10 PEOPLE**

41 Perry Street, Masterton 5810

Phone 027 277 6118, Email: info@wcct.co.nz, Website: www.wcct.co.nz

Please complete this form and return it to the email address above or deliver in person. Upon review and approval, we will then return the co-signed form to you for your records.

You are only required to complete this form once, should you re-hire a room in the future.

Please tick which type of organisation you are: NGO ☐ Business ☐ Other ☐ (please specify)

Name of organisation or business:

.....

Contact Person:

Cellphone:

Email:

Address:

.....

.....

Billing Address: (if different from above)

.....

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I require printing services available at the Centre (additional cost) yes/no

We/I have read, understood and agree to comply with the conditions of use and acknowledge my responsibilities as outlined in the WCC Terms of Conditions document.

Signed: Date:

Signed: (for WCC Trust) Date:

Failure to comply with the Terms and Conditions may result in an extra charge or cancellation of future bookings. Wairarapa Community Centre Trust has the right to refuse any booking and change the hourly rate giving two weeks' notice.