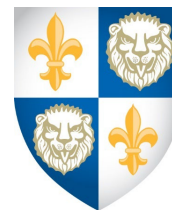


Shaftesbury Town Council
 Town Hall, High Street, Shaftesbury
 Dorset SP7 8LY
 Tel No 01747 852420
 Email; office@shaftesbury-tc.gov.uk



**+
 BOOKING FORM FOR A CIVIL CEREMONY
 (Friday, Saturday or Sundays Only)**

Contact Details- Bride

Name

Address

Post Code

Telephone No.

Email

Contact Details – Groom

Name

Address

Post Code

Telephone No.

Email

DATE OF WEDDING CEREMONY

TIME OF WEDDING CEREMONY

NUMBER OF GUESTS (MAX.60)

ROOM SET UP(if known) *Delete as appropriate

*FACING GOLD HILL

*FACING HIGH STREET

*FACING DOOR

COLOUR OF CHAIR SASHES IF REQUIRED

SILK FLOWERS TO DECORATE WOODEN PILLARS

*YES

*NO

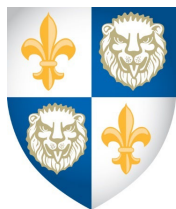
ADDITION USE OF ROOMS OVER THE 2HR PERIOD

*YES

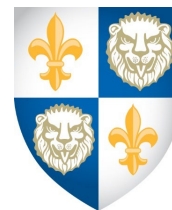
*NO

..... (Applicant) Date

Please see overleaf for details of charges and other important information



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Scale of Charges

Hire of Council Chamber and Mayors Parlour for a Civil Ceremony (2hrs) including set up, chair covers and sashes if required.	
Up to 5 Guests	£ 250
6 to 20 Guests	£ 300
21 to 40 Gasts	£ 350
41 to 60 Guests	£ 400
Additional use of rooms over the 2 hour period	£ 50.00 per hour

PLEASE NOTE The cost of the Registrar **IS NOT** included in the above Applicants must make separate arrangements to book the Registrar who will be officiating at the ceremony. They can be contacted on 01305 225153 or view their website www.dorsetcouncil.gov.uk/births-deaths-marriages/weddings-marriages-and-civil-partnerships for further information.

A 10% booking fee is required with this application. The balance is payable three weeks before the date of the Ceremony. Please make cheques payable to Shaftesbury Town Council or pay by BACS into;

Bank Account No . 05300940 Sort Code. 54-41-30

SORRY – No Naked Flames allowed