

KNOCKINGALL ORGANISATION COMMUNITY CENTRE CLG

Piercestown, Wexford. Y35EP2V.

Application for use of Knockingall Centre Facilities 2025/2026

Organisation Details:

1. Name of Association/Group: _____

Address: _____

Tel number: _____ E-Mail _____

Please include Contact name and telephone number

2. Facilities Required:

Specify Space/Nos of rooms required:

Purpose: _____

Dates/Times required: _____

Name/Contact Details of Person in Charge: _____

3. Kitchen/Catering Facilities Required:

Do you require use of Kitchen _____

State purpose of Kitchen use _____

If serving High Risk Food ie. Hot food/Seafood, please advise the following:

Designated Person/Caterer i/c food safety _____

Contact Details of Above _____

Please complete and submit Food Safety form available on request.

4. Insurance Details

Name/Address Insurance Co: _____

Policy No: _____

Policy Expiry Date: _____

We the undersigned on behalf of the above Association/Group agree to the following terms and conditions of use of Knockingall Centre, Piercestown, Drinagh, Co. Wexford.

- Dates/Hours of use and Specified Space as above only
- Repeat/Regular User - Rate of _____ payable monthly by EFT
- Casual User - Rate of € _____ payable on the day in cash/card with €50 Booking Deposit due 7 days in advance. Cancellations within 48 hours will forfeit deposit.
- Regular/Repeat Users must provide maximum advance notice of any cancellation. The Board will consider waiving payment for such periods given a reasonable explanation relating to unforeseeable events and circumstances. Repeated cancellation of bookings and/or failing to provide payment within a reasonable period may incur surcharges as the Board deems appropriate.
- The Centre is left clean and tidy at the end of the designated time/activity. In the case of Kitchen use all surfaces, equipment and utensils must be fully cleaned and the area left in a clean and tidy condition suitable for use.
- All Centre users must avoid using services (lighting/heating) in areas not designated for their use and must ensure that all such services are off on departure from the Centre.
- Adhere to the policy covering the use of WiFi at Knockingall
The use of Bouncy Castles at the Centre is strictly prohibited
- Only fixed BBQs that are provided in designated areas can be used. They cannot be moved for use elsewhere. Temporary/Disposable BBQs are strictly prohibited.
- All cancellations of intended use of the Centre should be communicated at the earliest opportunity to a representative of Knockingall Centre
- Knockingall Organisation Centre Board of Management reserve the right to alter or vary these conditions with an appropriate notice period to all service users
- Points of contact for Knockingall Centre are as follows-

Mail Address – Knockorg2008@gmail.com

I/We agree to the above conditions governing our use of Knockingall Organisation Centre at Piercestown, Wexford. I authorise agents of the Centre to make any enquiries it may deem necessary in relation to this application.

Signed: _____ Date: _____

Please note the following:

Ref to the Board above is the Board of Management of Knockingall Organisation Community Centre, Piercestown, Drinagh, Co. Wexford.

In the event of any service user at Knockingall failing to adhere to the terms of use above, the Board reserve the right to withdraw access to the Centre and it's facilities.

All charges are subject to annual review by the Knockingall Board