



**WEOBLEY VILLAGE HALL – STEWARDS’ LOG**

This form must be completed every time a room is hired

No of Stewards required per room: Committee Room (CR) = 1: Lounge (L) = 1: Hackley Hall (HH) = 3

DATE	EVENT/ACTIVITY	ROOM (CR, L OR HH)	STEWARDS’ NAMES (please print)	STEWARDS’ SIGNATURES	ADDRESS	CONTACT NUMBER

By signing this form Stewards are acknowledging that they have been briefed on their responsibilities (see inside front cover) and are able to carry them out should this prove necessary.