

**ASAN MANAGEMENT SERVICES LIMITED
SOUTHSIDE SPORTS - PITCH APPLICATION FORM**

1. NAME OF GROUP:	
2. NAME & ADDRESS OF GROUP REPRESENTATIVE/CLUB SECRETARY:	
3. TEL. NO. PRIVATE:	MOBILE/BUSINESS:
4. Email:	
5. AGE OF PLAYERS (PLEASE CIRCLE):	U16 ADULT
6. NO. OF PITCHES REQUIRED:	
7. DAY & TIME REQUIRED:	
8. DATE FROM:	DATE TO: (Please note Conditions 4 and 5).

I / we hereby undertake to agree to the terms and conditions of the letting as outlined in the schedule attached, and that I / we shall be personally responsible for the payment of charges in respect of lettings in accordance with the agreed scale of charges.

NB: Whoever is responsible for the payment of fees, must complete and sign this form giving full correct details. Failure to do so may result in the delay or loss of pitch bookings.

Signed (group representative/secretary):	
Print:	Date:

All applications are to be completed and returned ASAP to:-

ASAN Management Services Limited, The Community Centre, All Saints Road, Wolverhampton, WV2 1EL

Tel: (01902) 552073 fax:(01902) 556682

Please sign and return this page and retain page 2.



Conditions of hire

1. Groups must leave the pitch at their specified time and must also vacate the site 30 minutes later.
2. Please note – unless otherwise agreed, cash/cheque payments should be paid to the ASAN Management Services Limited office. A receipt shall be issued.

All cheques must be made payable to “ASAN Management Services Limited”
3. The allocation of bookings is at the discretion of ASAN Management Services Limited and is subject to availability. Completion of this form does not bind ASAN Management Services Limited to allocate any group, all pitches, dates and times of their choice.
4. Any cancellations must be made with no less than 4 hours notice (or by 5pm on the previous working day where booking is before 12pm). Failure to do so will result in full charge being levied for the pitch. Cancellations must be in writing, faxed, or telephoned to the ASAN Management Services Limited Office.
5. Failure to attend for two consecutive bookings without informing us may result in your reservation being offered to another group.
6. ASAN Management Services Limited reserves the right to cancel bookings without prior notification if in our opinion the surface is unplayable, or could be dangerous. Where there exists a reasonable prospect of play, such decision will be delayed until the actual day of the booking. The final decision will rest with the ASAN Management Services Limited representative; officially appointed referees can have no jurisdiction in this matter.
7. Use of football boots with screw-in studs, or blades with metal tips is strictly prohibited. Any group found responsible for damage to the playing surface through the use of inappropriate footwear shall be liable for repair costs.
8. All users of the facility do so at their own risk and it is recommended that groups make their own insurance arrangements. ASAN Management Services accept no liability for personal loss or injury where negligence on our part cannot be proved.
9. The conditions of use prohibit the sub-letting of the facility. Or the use of the facility for financial gain.

ASAN MANAGEMENT SERVICES LIMITED IS CONTINUALLY STRIVING TO IMPROVE THE OVERALL SERVICE PROVIDED. IF YOU HAVE ANY CONSTRUCTIVE COMMENTS PLEASE INFORM US OF SUCH DETAILS AND WE WILL ENDEAVOUR TO TAKE THESE ON BOARD.

IF YOU REQUIRE ANY FURTHER INFORMATION PLEASE CONTACT:

COMMUNITY SPORTS DEVELOPMENT OFFICER
ASAN MANAGEMENT SERVICES LTD
THE COMMUNITY CENTRE
ALL SAINTS ROAD
WOLVERHAMPTON
WV2 1EL

TEL. 01902 552073

(Offices open for bookings and enquires 9:15am – 4:45pm Monday to Friday)