

# ST. ALBANS DISTRICT COUNCIL

## DEPARTMENT OF RECREATION

**Chief Recreation Officer**  
R. E. H. PRINGLE, I.P.F.A.

17 Victoria Street,  
ST. ALBANS,  
HERTS. AL1 3JJ  
Tel. St. Albans 66100

**Entertainment Manager**  
D. CAPEL-JONES, A.I.M.Ent.

Harpenden Society  
c/o Mr J M B Borthwick  
6 Wheathampstead Road  
Herts  
AL5 1LZ

V.A.T. Reg. No. 197 - 3313 - 45

Invoice date and Tax Point

10 February 1976

A/C No. 20007 / 01161

Your application for hire as stated below has been granted subject to the Corporation's conditions of letting, a copy of which has been supplied.

Date..... Wednesday 7th April 1976 Hours From..... 5 p.m. to..... 11 p.m.

Estimated Numbers attending..... Purpose..... Dinner

Times of Function From..... To..... Doors open.....

Charge PUBLIC HALL: HARPENDEN £ . p VAT

Hire of: Large hall  
10% increase in charges from 1.4.76. 3 00  
on Booking Voucher No. 20007/01027.

(Deposit received £ )

VAT

TOTAL

Hirers are referred to Conditions of Letting  
Number 4 re cancellation charges, etc.

D. CAPEL-JONES,  
Entertainments Manager.

Payment Due one month before Date of Hiring (by.....)

Failure to comply with this condition may result in hiring facilities being withdrawn.

Payment should be made to the Treasurer at 34 - 38 St. Peter's Street, St. Albans, Herts. or at Harpenden Hall, Harpenden, Herts.

Cheques, money orders and postal orders should be made payable to ST. ALBANS DISTRICT COUNCIL and crossed BARCLAYS BANK LTD. They should not be made payable to an individual. Post dated cheques cannot be accepted.

### Method of Payment

- By Cheque - if receipt is not required, please detach the lower part of the account at the perforation and send it with your cheque.
- if receipt is required, please return account intact.
- By Cash, Postal and Money Orders - please insist on a receipt at all times.
- By Bank Transfer - Credit Barclays, Civic Centre, St. Albans 20 - 74 - 07, St. Albans District Council, Direct Credit A/C No. 60776440 quoting account reference.
- By Post Office Giro A/C - General Collection Account No. 3186121

The official receipt is MACHINE PRINTED.  
No other kind of receipt is acknowledged.

A/C No. 20007 / 011618

Total £

RECEIVED the sum stated in printed figures.

Cheque 719935 Mar 3

ST. ALBANS  
RECEIVED

THE HARPENDEN SOCIETY

ANNUAL DINNER 7TH APRIL 1976

INCOME

119 Tickets @ £3.25 386.75

Sale of Raffle Tickets 16.20

\_\_\_\_\_  
£402.95  
=====

EXPENDITURE

Society Caterers 301.50 ✓

Printing of tickets, menus, etc. 5.31 ✓

Sherries and soft drinks 14.00 ✓

Nuts, crisps, raffle prizes, etc. 10.07 ✓

Hire of hall 33.00 ✓

Cost of entertainment 20.00 ✓

Wine for entertainers 2.40 ✓

Gratuities 14.00 ✓

On hand 2.67

\_\_\_\_\_  
£402.95  
=====



John M B Borthwick

HON. TREASURER

# Society Caterers

126 WEST VIEW  
LETCHWORTH  
HERTS.

Mr. J.G. Savage,  
4 St. Michaels Close,  
Harpenden,  
Herts.

## HARPENDEN SOCIETY ANNUAL DINNER

To 120 dinners @ £2.25 per head 270.00

To 150 Glasses Wine @ 21p per glass 31.60

£ 301.50

Docs (4)

CATERING DIRECTOR:  
D. G. BLACK

TELEPHONE: LETCHWORTH 6497

7/4/1976.

Cheque 719941 10 April.