

Hadrian Way, Stanwell, TW19 7HE. Telephone: 01784 241407

www.stanwellfamilycentre.org.uk

stanwellfamilycentre@surreycaretrust.org.uk

**Bouncy Castle Advanced Loan Request Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | **Telephone Number** |  |

|  |  |
| --- | --- |
| **Date you would like to borrow the bouncy castle.** |  |
| **Is there a specific date, you would like the bouncy castle for? If so what date?** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Description** | **Toy Library Asset Number** | **Asset ID** | **Date Submitted** |
| Airflow Bouncy Castle | ENE 085 | 131 |  |

**Please submit this form preferably by email to** **stanwellfamilycentre@surreycaretrust.org.uk no later than 48 hours before the Toy Library’s opening time.**

 **If you require assistance, please let us know. Requests are subject to availability and are processed on a first come first serve basis. The Toy Library is open Thursdays 10-12.30am during term time BY APPOINTMENT ONLY.**

**Any uncollected items will be returned to the library and will need to be re-requested.**

**Bouncy Castles are loaned for 1 week and should be returned at the agreed time.**

**For more information please read our Toy Library Policy and Guidelines.**

**Thank you for your cooperation!**

***Cost to borrow bouncy castle is £5***

|  |
| --- |
| **Admin only** |
| **Date request entered on to database** | **Is the Bouncy castle meant to be available for this date Y/N** | **Date notified of availability** | **How notified, comments** |
|  |  |  |  |