



Beaconsfield Film Society

Rules and Procedures



The Beaconsfield Film Society is a Members only society whose activities are open to paid-up Members only.



Membership is open to all adults over the age of sixteen. Guests must also be more than 16 years old.



The programme is one feature film shown on a Friday and Saturday each month in the private theatre of the National Film and Television School (NFTS), together, on most occasions, with a 'short', usually of the work of a student or associate from the NFTS library and or a guest speaker.



The cost of membership is £20 per person per annum. Membership is from January to December inclusive. Membership fees are not refundable.



There will be a charge of £5 per member to attend each screening, to be paid on the door .



Booking:

Members may book up to two consecutive months in advance. A monthly booking form will be sent to members via e mail for completion and return. Confirmation will be via e mail. For those not on e mail a hard copy of the booking form should be completed and sent, together with a stamped, self-addressed envelope for return of confirmation, to "The Reservation Secretary, C/o 'Cherry Tree Cottage', London End, Beaconsfield, Bucks, HP9 2JD".

Bookings may be made by phone on **07531 258 265 Monday – Thursday 10am – 4pm**. Please leave a message giving full names, the date of the film(s) and membership number, or state 'Guest' where appropriate. Seats are numbered and are allocated on a first come first served basis from the rear of the theatre. It is not possible to provide a choice of seat unless on medical grounds. Members are urged to book early and before seven days prior to the screening.



Booking a seat for a guest:

Currently a seat for a guest may be booked for a **Friday and Saturday screening**. Guests must be accompanied by a member and members may bring one guest only. The same guest may not attend more than four times in a 12 month period. The guest screening fee of £10 is also paid on the door.



Cancellations must be received by 6pm on the Wednesday before the screening. Cancellations may be made by e-mail or by phone on 07531 258265. Regrettably we will have to charge for persistent no-shows or late cancellations. The Committee reserves the right to cancel the membership of members who persistently book, do not turn up and do not pay for their seat.



Specific seats cannot be reserved but every effort will be made to help those with special needs. If you require access for a wheelchair in the theatre, please phone on the number above at least one week beforehand.



The aim of the Society is to bring together those who enjoy film and have an interest in the production of films and their use in entertainment, information and education. The Society reserves the right to alter the published programme. Any alterations will be posted on the website.



No food or drink is allowed in the auditorium.



The Committee reserves the right to add, amend or delete Rules or Procedures as they consider appropriate.