

MEDDON VILLAGE HALL HIRE AGREEMENT REGULAR REPEAT HIRE BOOKING FORM
(RETAIN THIS COPY)

DAY, TIMES, FREQUENCY OF FUNCTION:

Weekly/Monthly/term time only/ other..... (indicate as appropriate)

Start time.....

End time.....

Cost per session £8 per hour, which includes leaving the hall clean and tidy (and cleaning/ chair and table stacking and stowing time by hirer, extent as agreed with Key Holder).

Special deposit of £.....required? Yes/No

Copy of Public Liability Insurance required Yes/ No.....if Yes, please provide copy of Insurance Certificate with the returned form (Hire Agreement only valid if this is provided).

THIS AGREEMENT COVERS PERIOD: / / to / / (MAX 12 MONTHS)

TYPE OF FUNCTION: Fibre-based crafts; refreshments; musical; sporting; kitchen use?.....

Name, address, email and telephone numbers of Responsible Hirer and Deputy:

Name and address	Name and address (Deputy)
Telephone (mobile)	Telephone (mobile)
Email	Email

I have read and understood the conditions of hire and agree to abide by them. I understand that equipment may only be stored by prior arrangement, and that the Committee accepts no responsibility for any loss or damage to stored equipment. I agree to be responsible for leaving the Hall premises in a clean condition, and for the storing of any equipment used (as discussed with Hall key-holder).

Signature of hirer.....Date.....

Signature on behalf of Meddon Village Hall Management Committee

.....Date.....

