

MARCHINGTON WOODLANDS VILLAGE HALL

BOOKING-HIRING AGREEMENT FORM January 2022

PLEASE COMPLETE AND EMAIL BACK TO BOOKING SECRETARY WHEN YOU KNOW THE DATE IS FREE FOR THE VILLAGE HALL.

THIS AGREEMENT is made on

Today's date

(1) between the COMMITTEE

2) and the HIRER

3) named below whereby in consideration of the sum(s) mentioned (4):

A) THE COMMITTEE agrees to permit the HIRER to use the premises (5) for the purpose (6) and for the period(s) described below,

1. Today's date _____

2. Marchington Woodlands Village Hall Management Committee Authorised representative:

3(a) Hiring Organisation (if applicable) _____

(b) Organisation's authorised representative or individual hirer:

Name _____

Address _____

Tel. No. _____

4.-Hiring Fee £ _____ www.mwvh.co.uk

Special Deposit £ 50.00 Please pay this on booking your date.

This special deposit will be returned providing no loss or damage has been caused to the premises or contents during or as a result of the hiring.

If paying by BACS, important to please ref your name and date of booking and inform the booking secretary ;

Marchington Woodlands Village Hall Sort code 77-27-24 Account no 07239160

Less Deposit £ _____

Balance £ _____

Balance is payable on or before the start of the event for which the premises is hired (deposit paid on signing booking-hiring agreement).

5. Premises: (Circle as appropriate)

a. Village hall b. Field c. Village Hall & Field

5a) Village Hall usage details below

Date/Day/Year _____ Start time : _____ Finishing time _____

5 b,c) If you require the field area, size of field required. What will be put in the village hall field.

Date/Day/Year _____ Start time; _____

Finishing time; _____

Please name companies which you are using for hiring, marques, tents, tipi etc. So we know for access to the hall. There is a barrier on the entrance to the village hall premises.

Any further requirements _____

6. Purpose of Hiring: Private/Public* (* Delete as appropriate)

7. Period of hiring: (you have time to set up and tidy away, brushes etc are in store room area) Please arrange if you need extra time.

ALL RUBBISH MUCH BE CLEARED AWAY, APPROPRIATELY BY THE HIRER. Please read other information about the hall. If you wish to view the hall please speak to booking secretary, or committee members.

B) THE HIRER being over 18 years of age agrees with the Committee to be present during the hiring and to perform the provisions and stipulations contained or referred to in the Committee's 'Standard conditions of Hire' for the time being in force as annexed hereto (an understanding of which the Hirer acknowledges) together with any special conditions set out in the Schedule overleaf. It is hereby agreed that the Standard conditions of Hire and the Special Conditions of Hire attached here to form part of the terms of the Hiring Agreement unless specifically excluded.

C) SCHEDULE OF SPECIAL CONDITIONS (to be attached if required)

AS WITNESS the hands of the parties hereto:

SIGNED by the person named at 2(a) above on behalf of the Marchington Woodlands Village Hall Management Committee

SIGNED by the person named at 3 (b) above (on behalf of the organisation named at 3(a) above, where applicable): I declare that the information given in this agreement is correct to the best of my knowledge and I acknowledge that any misstatement or Misrepresentation will invalidate the agreement.

January 2022