



Onley Park Village Hall

AGREEMENT FOR THE HIRE OF ONLEY PARK VILLAGE HALL

Between Onley Park Village Hall Management Committee representative:

Debbie Gibbard Bookings clerk, 81 Onley Park, Rugby, Warks, CV23 8AW.

Tel No 01788 814191.

And Hirer:

Name:(Must be 18yrs +) _____

Authorised Representative: _____

Organisation: _____

Address: _____

Tel No: Home: _____ Work: _____

Date(s) Required:

Day(s) _____ Date(s) _____ Month: _____ Year: _____

Time from: _____ Time to: _____

Preparation: _____ Clearing Up: _____

Hire Fee: £

Deposit: £

Balance: £

Special Deposit: £

The hirer shall pay as deposit at least one third of the cost of the booking. The balance of fees being payable on or before the conclusion of the event for which the premises are hired. Special deposits will be refunded within 28 days of the termination of the period of hire provided that no damage or loss has been caused to the premises and/or contents during the period of the hiring as a result of the hiring.

Purpose of Hiring:

Will this event be

Private / Open to the Public

For commercial use?

YES / NO

Will your event require music?

YES / NO

Is alcohol to be provided at the event?

YES / NO

Will alcohol be for sale?

YES / NO

If alcohol is to be on sale, you will need to seek written permission from the Village Hall Management Committee and a License from the Local Authority.

The hirer agrees to be present (by its authorised representative, if appropriate) during the hiring and to perform the provisions and stipulations contained or referred to in the Village Halls standard conditions of hire for the time being in force (an understanding of which the Hirer acknowledges)

Signed on behalf of the Village Hall Mgmt Committee;

Signed by Hirer or their Authorised Representative:

Sign:

Print:

Sign:

Print: