

**HIRING AGREEMENT**

1) Agreement made between the **Trustees of Wanstrow Village Hall**, whose agreed representative is Mrs Linda Stevens, Woodbine Cottage, The Street, Wanstrow, BA4 4TE (tel. 01749 850 659) and

2) **The Hirer** (who must be 18 years old or over)..... (name in caps)

of ..... Organisation (if any)

Address: .....

Postcode: .....Tel no: ..... Mobile tel: .....

email: .....

3) That in consideration of **the hire fee (e)** specified below, the WVH trustees agree to permit the Hirer to **(a) use the premises (b) for the purpose on (c) the date(s) and (d) for the hire periods** all defined below.

**a) Premises:** *(delete as required)* Whole Hall / Meeting Room only / Full use of kitchen

**AND** use of the patio and the right to park in the Village Hall Car Park during the hire period. **Note:** *There is no exclusive right to use the Playing Field conferred by this agreement.*

**b) Purpose of hiring:** .....

**c) Date(s) of hire:** .....

**d) Times of Hire:** From.....to.....total..... hrs @ £ ..... per hour plus £20 for kitchen

**e) Hire fee due:** £ .....

**ii) Booking Deposit** *(50% hire fee to ensure booking)* : £ .....

**iii) Balance due on or before** ...../...../.20..... (i.e. at least 7 days before the date of hire) £ .....

**f) Damage deposit** (separate cheque, please, at least 7 days before the hiring period) £.....

**3)** The Hirer agrees with the WVH trustees to observe and perform the provisions and requirements of the Terms and Conditions of Hire in force, which by signing the agreement the Hirer agrees they have fully understood. The Hirer understands and agrees to have put in place any insurances required for the public during the period of hire.

*I have read and understood the Terms and Conditions of Hire (tick here)*

**Agreed and signed** on date: ..... on **behalf of the parties named:**

Signed by the person named at **(1)** on behalf of the WVH trustees: .....

Signed by the person named at **(2)**, the Hirer: .....

Cheques should be made out to Wanstrow Village Hall and sent with this form to Mrs Stevens as above, or pay by bank transfer to: Natwest Bank, Sort code: 60-08-31 Account no: 63513129 quoting the hire date as reference.