



Frome Road, Wanstrow, Shepton Mallet, BA4 4SX

HIRING AGREEMENT

1) Agreement made between **Wanstrow Village Hall** whose agreed representative is Mrs Linda Stevens, Woodbine Cottage, The Street, Wanstrow, Shepton Mallet 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: *(NB: These details are subject to GDPR and will not be made public).*

3) That in consideration of **the hire fee (e)** specified below, Wanstrow Village Hall agrees 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: *(NB: If caterers used, please write details overleaf)*

c) Date(s) of hire:

d) Times of Hire: From.....to.....total..... hrs @ £ per hour *(or wedding package rate)*

e) Hire fee: *(plus £20 for full use of kitchen if applicable)* **total due** £

Paying by: - Cheque Cash or BACs **(please tick one)**

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 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 Wanstrow Village Hall:

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.*

Registered charity no. 1131145, company limited by guarantee registered in England no. 06960261

Registered address: Mitchell's Elm House, Wanstrow, Shepton Mallet, BA4 4SN www.wanstrowvillagehall.co.uk October 2018