

WIDFORD VILLAGE HALL HIRING AGREEMENT

THE WIDFORD VILLAGE HALL MANAGEMENT COMMITTEE agrees to permit the HIRER to use the premises for the purpose and for the period(s) all described below:

Premises: Committee Room/kitchen Main Hall only Whole of Hall including kitchen

Purpose of Hiring:

Period of Hiring: Date: Hours:

Widford Village Hall Management Committee Authorised representative:

Name: Mrs Susie Brickwood (Bookings Secretary), Tel. No: 01279 898457 or
Mrs Jo English, 01279 843895 / 07792 771473

Hirer: Organisation (if applicable):

Name of organisation's authorised representative or individual hirer:

Address:

Tel. No:

Under the terms of the Licensing Act 2003, the organiser of any event at which alcohol is to be sold must give a Temporary Event Notification (TEN) to East Herts District Council and the Police. If you are selling alcohol, please confirm that you have applied for this when returning the booking form and supply a copy of the licence to the Bookings Secretary when you have received it. A copy of the Licence needs to be displayed in the hall during your event.

Hiring Fee: £ _____ payable 14 days before the event for which the Hall is hired.

Damages Deposit: £ _____ payable together with the hiring fee by the Hirer to the Committee who within 28 days of the termination of the period of hire will repay such deposit to the Hirer less the cost of rectifying any damage caused to the premises and/or contents thereof during the period of hiring as a result of the hiring (see Standard Condition 9).

THE HIRER agrees 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 overleaf together with the attached schedule relating to Fire Safety (an understanding of both of which the Hirer acknowledges) and special conditions set out in the attached Schedule (if any).

Schedule Of Special Conditions (to be attached if required)

Signed by the person named above on behalf of the Village Hall Management Committee:

Date:

Signed by the person named above (on behalf of the organisation named, where applicable):

Date:

AS WITNESS to the hands of the parties hereto.

Signed:

Date

Name:

Address: