

WOODHURST VILLAGE HALL

HIRE AGREEMENT made on the date (1) between Woodhurst Village Hall Management Committee (2) and the Hirer (3) whereby the Committee agrees to permit the Hirer to use the Property (4) for purposes (5) and for the period (6) subject to payment of the fees (7).

1. Date of Agreement:

2. Woodhurst Village Hall Management Committee by their authorised representative:

Name: Committee Position:.....

of Address:.....

Tel. No.

3. Hirer: (a) Organisation:(if relevant)

(b) Name:.....

Address:

Tel. No.

4. Property: Woodhurst Village Hall and Car Park

5. Purpose of Hiring:.....

Expected number of attendees:.....

Will you be playing music: Yes / No

If Yes will it be:

a) live music

b) amplified music

c) disco

d) other -

Will you be serving alcohol: Yes / No

If so will you be selling alcohol

Yes / No

Will you be using the Village Hall:

Glasses

Yes / No

Crockery/Catering equipment

Yes / No

Will you be selling tickets/charging for your event: Yes / No

6. Period of Hiring:Dates (s) :.....

Between the hours of: and

7. Hiring fee:

£

(see rates stated on page 2)

Deposit (if applicable) £

Total £ _____

payable on or before the conclusion of the event for which the Hall is hired (cheques to Woodhurst Village Hall)

I have read and agree to abide by the **Conditions of Hire** of Woodhurst Village Hall and the **Woodhurst Village Hall Rules** and agree to make any additional payment which may be necessary in connection with the obligations contained therein.

(1) Signed: Date:
For and on behalf of Woodhurst Village Hall Management Committee

(2) Signed: (Print Name:.....) Date:
Hirer

NB: The hiring of the Hall shall only be complete once:

a) this document has been signed and returned by the Hirer to

Andy Notman
The Long Barn, Church Street
Woodhurst
Huntingdon, Cambs
PE28 3BN

or to andy.notman@zoho.com

b) considered by the Committee,

c) a copy of the paperwork, signed by the Committee, has been returned to the Hirer and

d) payment received.

