

Northhill Village Hall Booking Form:

1.1 Hirer:

(a) Name:

(b) Organisation (if applic):

Address:

Contact Telephone Numbers:

1.2 Northhill Village Hall (Charity No. 265369)

Authorised Representative:

Lesley Ann Cowell Bookings Secretary

Address:

17A Thorncote Road
Northhill
Beds
SG18 9AQ

Telephone Number:

mob: 07483873053

Payment Details:

By Cheque Payable to Northhill Village Hall
Direct to Bank Barclays Bank
Sort code 20 74 81
Account 30120421

1.3 Date(s) required:

Time required from _____ (entry to hall) to _____ (final exit from hall)

AGREED as follows:

In consideration of the hire fee described in clause 1.4, the Village Hall agrees to permit the Hirer to use the premises for the purpose described in clause 1.5 for the period described in clause 1.3. The details inserted in sub-clauses 1.1 to 1.6 below and the answer to the question in sub-clause 1.6 are the terms of this agreement. This Hire Agreement includes the annexed Standard Conditions of Hire and the Special Conditions of Hire (if any) set out in the attached Schedule.

1.4 Hire Fee:

50% Deposit:

The Hirer shall pay as deposit at least 50% of the cost of the booking. The balance of fees being payable 7 days prior to the event for which the premises are hired (the deposit having been paid on the signing hereof).

Balance:

Special Deposit against damage:

£50.00

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The special deposit 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 nor complaints made to the Village Hall about noise or other disturbance during the period of the hiring as a result of the hiring.

1.5 Purpose/description of hiring

This will be a public/private event?	
Commercial Use Yes/No?	

1.6 Is Alcohol to be sold at the event,

	Yes/No
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(Please note inclusion of alcohol in the ticket price constitutes the sale of Alcohol)

If you answer yes to the above question, you will need to seek written permission from the management committee in order to apply for a Temporary Event Notice to be **allocated** for the event, **and to provide evidence that such a Temporary Event Notice has been received.**

- 2.1 The hall has a licence with the Performing Rights Society for the performance of copyright music
- 2.2 In order to hold a licensable activity not covered by the Village Hall's Premises Licence a Temporary Event Notice (TEN) will need to be given to the licensing authority.
The hall is licensed is for Plays, Indoor Sporting Events, Recorded Music, Live Music
The Hirer shall obtain the written consent of the management committee on the form provided for this purpose before applying to the local authority for a TEN. Failure to do so will result in cancellation of the hiring without compensation because there is a limit on the number of TENs which can be granted annually for any premises. Lack of co-operation could affect future fundraising by the hall management committee and local voluntary organisations.
3. The Hirer agrees with the Village Hall to be present (by its authorised representative, if appropriate) during the hiring and to comply fully with this Hire Agreement.
4. It is hereby agreed that the Standard Conditions of Hire together with any Special Conditions of Hire shall form part of the terms of this Hiring Agreement unless specifically excluded by agreement in writing between the Village Hall and the Hirer.
5. None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.

Signed by the person named at 1.2(b) above, duly authorised, on behalf of the Village Hall's Management Committee:

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Signed by the person named at 1.1 above duly authorised, on behalf of the organisation named at 1.1 above, where applicable:

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Date _____