

HIRING AGREEMENT FOR BIX & ASSENDON VILLAGE HALL

IMPORTANT ~ To confirm your booking please return this Hiring Agreement form, signed and completed, to the Booking Secretary

This AGREEMENT is made on date (1) between the MANAGEMENT COMMITTEE and the HIRER (2) named below whereby in consideration of the sum(s) mentioned in (4):

A The COMMITTEE agrees to permit the HIRER use of the Bix & Assendon Village Hall for the purpose of (5) and for the period(s) (6) as described below:-

1. Date:.....

2. (a) Hirer

(b) Address:

.....**Tel No:**.....

email:.....

4. Hiring Fee: £

Refundable Deposit: £200

The deposit fee must be paid, to confirm the bookings, at least one month before the event for which the Hall is being hired. Cheques payable to 'Bix & Assendon Village Hall Fund'. Receipts for Hiring fee(s) will only be given on request. The Management Committee reserve the right to charge a late cancellation fee of £30.00 if the cancellation has not been received by the booking secretary at least 48 hours before the booking date. In the case of a regular hire the method of payment may be agreed between the Village Hall Treasurer and the Authorised Representative of the Organisation.

5. Purpose of Hire

6. Period of Hire: Date(s).....Hours:.....

Starting time not earlier than 06.00 hours. Finishing time not later than 23.59 hours except by special arrangement with the Committee.

B The HIRER confirms they have read, understood and agree to observe and perform the provision and stipulations contained or referred to, in the Committee's 'Standard Conditions of Hire' a copy of which has been provided as part of The Hiring Agreement.

Signed.....