

1.4a Hire Fee £.....

The Hire fee for a one-off event is payable on or before the conclusion of the event for which the premises are hired (the special deposit having been paid when the agreement is signed). If the booking is a regular booking then this will be invoiced monthly in arrears. Payment will be required within 14 days of receiving invoice by email.

1.4b Special deposit £50

The Hirer shall pay, if requested, a special deposit of £50.

This 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 Premises

Whole of Hall

If part of hall please specify

Storage of equipment

1.6 Purpose/description of hiring

Please confirm nature of the event:

(If Birthday party please give Age of celebrant)

Will tickets be sold for your event? **Yes / No**

Is food to be provided at the event? **Yes / No**

2. Premises Licence

The Village Hall has a Premises Licence authorising the following regulated entertainment and licensable activities. Items a-k are licensed from 9.00am to Midnight from Sunday to Thursday and from 9.00am to 1.00am on Friday and Saturday. Items l-m are licensed from Middy until 10.30pm on Sunday, from 11.00am until 11pm from Monday to Thursday and from 11.00am until 1.00am on Friday and Saturday. Please confirm which licensable activities will take place at your event:

- a. The performance of plays **Yes / No**
- b. The exhibition of films **Yes / No**
- c. Indoor sporting events **Yes / No**
- d. Boxing or wrestling entertainment **Yes / No**
- e. The performance of live music **Yes / No**
- f. The playing of recorded music **Yes / No**
- g. The performance of dance **Yes / No**
- h. Entertainments similar to those a-g **Yes / No**
- i. Making music **Yes / No**

- j. Dancing Yes / No
- k. Entertainment similar to those in i – j Yes / No
- l. Provision of hot food/drink after 11pm Yes / No
- m. The sale of alcohol Yes / No

2.1 Where a licensable activity will take place, the Hirer may request of a copy of the conditions of the Premises Licence and/or operating Schedule for the premises, in accordance with which the hiring must be undertaken, and agrees to comply with all obligations therein.

2.2 Have you indicated at 2 (m) that alcohol will be available at your event? **Yes/No**

If you answer yes to the above question, you may need to seek written permission from the management committee by completing the appropriate forms.

2.3 The Hirer agrees not to exceed the maximum permitted number of people per room including the organisers/performers.

Main hall - 100 **Bar Area - 50**
Main Hall and Bar Area combined - 150

2.4 The hall has a licence with the Performing Right Society and the Phonographic Performance Society for the performance of copyright music.

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 additional conditions imposed under the Premises Licence (2.1) or that the village hall management committee deem necessary 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.

As Witness the hands of the parties here to:

..... Print name: **Brian Price**

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

..... Print name:

Signed by the person named at 1.3(a) above or at 1.3(c) above, duly authorised, on behalf of the organisation named at 1.3(b) above, where applicable. By signing this booking form the hirer confirms that they have read and accepted the standard conditions of hire.