

Hiring Agreement – Occasional UsersDATED: PARTIES:
(2) HIRER.**1.1 AGREED** as follows:

In consideration of the hire fee described in clause 1.4, the Tibberton Village Hall Management Committee/TCLT agrees to permit the Hirer to use the premises described in clause 1.5 for the purpose described in clause 1.6 for the period(s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.6 below and the answers to the questions in sub-clauses 1.7, 1.8 and 1.9 are 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.

Dates(s) required:

Day/Date	Start Time to include Preparation	Finish time to include Clear Up
<input type="text"/>	<input type="text"/>	<input type="text"/>

1.2 Tibberton Village Hall:

(a) Registered Charity No:

(b) Hall Manager:

(c) Address:

Telephone Number:

Email Address:

1.3 Hirer:

(a) Name:

(b) Organisation (If relevant):

(c) Name of Organisation's Authorised Representative:

Address:

Contact Telephone Numbers:

Email Address:

1.4 Fees:

Hire:

£

+

Security Deposit:

£100

The security 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 Facilities Rooms Required (Please tick all applicable):

Main Hall	
Committee Room	
Meeting Room	

1.6 Purpose/description of hiring:

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Will this be a public or private event?

Public

Private

1.7 The Village Hall has a licensed capacity for:

70 persons seated.
100 persons standing (including supernumeraries).

The Village Hall has a Premises Licence authorising the following regulated entertainment and licensable activities at the times indicated. Please confirm which licensable activities will take place at your event:

Activity	The hall is licensed for	Times for which the activity is licensed	Indicate activities to take place at your event
a. The performance of plays	Yes	08:00-23:00	
b. The exhibition of films (not for profit)	Yes	08:00-23:00	
c. The performance of live music	Yes	08:00-23:00	
d. The playing of recorded music	Yes	08:00-23:00	
e. The performance of dance	Yes	08:00-23:00	
f. Indoor sporting event	Yes	08:00-23:00	
g. The sale of alcohol	No		

1.8 Alcohol:

Will alcohol be sold at this event?

Yes		No	
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1. If you answer yes to the above question, you will need to complete the appropriate additional Temporary Event Notice application as detailed below. Tibberton Village Hall is not licensed to sell alcohol as a result it is incumbent on the hirer to seek the necessary permissions from Wychavon District Council.

2. In order to hold a licensable activity a Temporary Event Notice (TEN) will need to be given to the licensing authority. The Hirer is required provide the Tibberton Village Hall Management Committee / TCLT with a copy of the TEN. Failure to do so will result in cancellation of the hiring without compensation.

1.9 Terms:

1. The Hirer consents to allow an authorised representative of the Tibberton Village Hall Management Committee/TCLT to attend the Hall during the hiring.

2. 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 Trust and the Hirer.

3. 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.

4. Only rooms indicated to be hired in this booking form to be used. Use of additional rooms without prior consultation with the Hall Manager will result in forfeiture of deposit.

5. In the event of multiple hirers of rooms within the Hall, it remains mandatory that free, unobstructed access to the Corridor, Main Hall, Kitchen and Toilets is maintained. This is to ensure that independent groups may function safely in the Main Hall, Committee Room, Meeting Room and Kitchen without let or hindrance. This condition may be varied at your discretion if you have hired the whole Hall, but the PUBLIC SAFETY REQUIREMENTS MUST STILL BE OBSERVED.

6. On receipt of this document, you have 14 days to complete and return the Agreement, together with the booking deposit of £100, to confirm the provisional booking. Failure to return the document and deposit will result in cancellation of the booking and the Hall Manager will be at liberty to reallocate the date to another applicant.

I hereby agree to be bound by these terms,

<p>..... Hirer</p>
