

# Barrow upon Humber Village Hall Booking Form

Reg Charity no. 507670

Barrow Village Hall, 30 High Street, Barrow upon Humber, North Lincs. DN19 7EY

Date[s] required		
Times		
Name of Hirer [must be aged 18 or over]		
Home Address		
Landline number		
Mobile Number		
Your email address		
Name of Company / Organisation [if applicable]		
Registered Address of Company / Organisation / Business		
Please explain what the hall is to be used for;		
Children's Party	<b>** Reason for hire;</b> <b>[please describe &amp; maximum persons attending]</b>	
Fitness / Yoga / Pilates		
Children's / Adult Group ie playgroup/brownies/		
Trade Show / Fair		
Dance / Film / Theatre / Singing		
Pop up Event		
Local Groups / Parish Council		
Other reason for hire **		
Charity Event [state which Charity & Charity Number		
Contact of Charity		

Will you require the use of the kitchen?

If using the kitchen, for what purpose


Will alcohol be served at this event?

Yes

No

If alcohol is to be sold at this event, you must apply, and pay for, a Temporary Events Licence [T.E.N] from North Lincolnshire Council.

Amount to pay

£

By signing this form, you are agreeing to the terms and conditions. Please read them carefully.

Signature:

Date form completed:

**Under our Duty of care; Please note the following;**

- If hiring a party or entertainments facility, ie disco; face painter; bouncy castle [not limited to these three] You **MUST** ask to see a copy of their public liability insurance and should be very careful of booking any supplier who refuses to provide it or confirms that they do not have insurance. [See terms and conditions of hire]

**Hall Hire Charges - All hire is on condition of accepting our Terms and Conditions of use.**

Village Hall: £15 per hour

Businesses: Negotiable/ upon request

Kitchen: Negotiable with booking clerk, depending upon level of use - up to a maximum of £25 [no cost for childrens parties]

For groups staying overnight (maximum 35 people) there is a charge of £300, with a returnable deposit of £50.

**Adhoc bookings; payments due must be made at the time of booking, without exception.**

Payment by bank transfer: Sort Code: 30-65-22      Account No':79305668

When paying to the bank, please use surname and date of event as reference.

Please sign and return a copy of this form to: email address [bookingsbvh@outlook.com](mailto:bookingsbvh@outlook.com)

Regular Hirer bookings; payments due must be made within seven days of the event, unless specifically agreed with the BVH Trustees

Should there be a neglect to pay monies due and owing to the Village Hall account, this will result in the suspension of classes /events until all outstanding funds are paid in full.