

**Marholm Village Hall
Charity No. 262683**

Regular Hire Agreement

The hirer will commit to hiring the hall for a minimum of five times (weeks or months). Payment will be in advance monthly at least one month in advance of hires, although this may be relaxed by agreement later. At least three days notice must be given of cancellation of any one hire and one month's notice of termination or this Agreement.

The hall must be left in good order and **all refuse/litter removed** including recycling and from the toilets. The hirer will be responsible for any damage to the hall, the contents and surrounding area of the hall whilst being on hire. It is a condition of hire that any music cease by **19:30** and the hall is vacated by **20:00** except in exceptional situations. Hirers should also respect the local neighbours and minimise noise outside the hall. It is not permitted to use sticky tape, pins or nails on the walls, floor or tables.

Should the hirer overstay the booking time, cause any damage or cause any nuisance, then **some additional charge may be applied** or the Agreement terminated.

Payments must be made to Sort Code 09-01-29 Account 13184221. Please put the Group Name in the Reference.

Please note: Setting up and clearing away time must be included in your hire period.

By signing this form you agree to these terms and conditions.

I wish to hire Marholm Village Hall on:

Hirer Group Name: _____

Day: _____ Weekly/Monthly: _____ Time From: _____ Time To: _____

Total Hire Time: _____ (this should include set-up and clear-up time)

Name of Hirer: _____

Address: _____

Telephone: _____

Signature: _____

email address: _____

Please return this form by email to booking.marholmvh@gmail.com
or to: 'Quarter Cottage' Green Man Lane, Marholm, Peterborough PE6 7HS