

Mountfield Village Hall Hiring Agreement

This agreement is made on _____ (date) between the Committee (as defined in clause 2 below) and the Hirer (as defined in clause 3 below), in consideration of the sum(s) mentioned in clause 4 below:

The Committee agrees to permit the Hirer to use the Hall (as defined in clause 5 below) for the purpose described in clause 6 below and for the period (s) described below:

1.Date (s) required :

Time required: From _____ To _____
(including time for setting up and clearing up)

2.Mountfield Village Hall Committee (the committee):

Authorised Representative : Peter Miles
Address: Rock Cottage, Mountfield, East Sussex
TN32 5JX
Tel. 01580 880 614
Email: pandvmiles2@gmail.com

3.Hirer ("the hirer")

(a) Name and Address (person signing must be over 18yrs):

(b) Organisation (if applicable):
Name of Organisation's representative:

(c) Contact Telephone Number:

(d) Contact e-mail address:

4.Hiring Fee: £15/ hr , Weddings £250 (£200 Mountfield Parish residents)

Hiring fee £15 x _____ hours = £ _____

Deposit (if applicable) = £ _____

Total payable = £ _____

Please pay 'Mountfield Village Hall' – HSBC, Sort code 40-23-18 Acc No. 82285789

5.Premises: Mountfield Village Hall (the hall) , the car park and bordering land

6. Purpose of Hiring: A private / public event (delete as applicable)

Description of event:

- 7. Deposit:** A deposit will only be taken in exceptional circumstances, at the discretion of the Management Committee. If deemed necessary, deposits to be paid at least 14 days before the event, cheques will be banked, and a refund payment will be sent within 28 days on satisfactory inspection of cleanliness, contents and damage to the hall.
- 8. Alcohol:** Will alcohol be provided or on sale at the event YES / NO (Delete as applicable)

If YES, a deposit may be required, at the discretion of the Management Committee. Furthermore, your attention is drawn to clause 24 of the Committee's Standard Conditions of Hire.

If alcohol is to be sold, the hirer must have a temporary Events Notice lodged with Rother District Council and the police at least 10 working days before the event. See the Rother District Council website for details. This must be agreed in advance with the Village Hall Committee.

- 9. Damage Indemnity:** The Hirer will indemnify the Committee for the cost of any damage done to any part of the property including the curtilage thereof or the contents of the buildings which may occur during the period of the hiring. If damage is identified after an event, then the Hirer will be informed and an invoice covering the cost of repairs will be sent to the Hirer for settlement.
- 10.** The Hirer undertakes to be present (by it's authorized representative, if appropriate) during the hiring and to comply fully with this hire agreement.
- 11.** It is hereby agreed that the Standard Conditions of Hire together with any additional conditions imposed under the Premises Licence shall form part of the terms of the Hiring Agreement unless specifically excluded. The Hirer shall confirm he/she understands by signing below.
- 12.** The Hirer hereby declares that the information given by the Hirer in this agreement is correct and the Hirer acknowledges that any misstatement or misrepresentation will invalidate this agreement.

As Witness the hands of the parties hereto:

Signed by the person named at 2(b) above on behalf of Mountfield Village Hall Committee:

Peter Miles

Signed in acceptance of these terms by the person named in 3(a) or on behalf of the organization at 3(b) above, where applicable

.....

Please return the signed form by email or post to Peter Miles (see details above)