

# PARISH OF CHRIST CHURCH, STAINES



## HALL HIRE ACCIDENT OR INCIDENT REPORT

**THE HIRER(S)** Of The premises Is / are required to complete details of any accident or incident occurring during their occupation of the premises which did or could give rise to

- injury as soon as possible after the accident or incident but in any case before the premises are vacated by **THE HIRER(s)** after the event.

### PERSON INJURED:

<b>Name:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>Date &amp; Time of incident:</b>	
<b>Location:</b>	
<b>Detailed description of accident / •incident (including a description of any apparatus or equipment involved)</b>	
<b>Witness Name(s):</b>	