



## WISBOROUGH GREEN VILLAGE HALL

### HIRING AGREEMENT

This Agreement is made between the Wisborough Green Village Hall Management Committee and the Hirer whose details are shown below.

In consideration of the hire fee, the Committee agree that the Hirer is permitted to use the Hall or specified parts thereof, as set out in the following particulars :-

Hirer's Name, Address  
and Contact Telephone:

Premises Hired :

Main Hall / Committee Room / Vine Room / Millennium Servery / Kitchen  
[Delete as appropriate]

Purpose of Hire:

Date(s) and Timing(s)  
of Hire:

Repeat and Block  
Booking Arrangements:

The Hirer hereby agrees that:-

- The hire is for an event at which alcohol may be consumed/sold - *The Hirer must provide a satisfactorily completed Supplementary Conditions (Alcohol) Form prior to the Hire event and pay the appropriate fee for Licensing.*
- The hire is for an event at which alcohol will not be consumed/sold. [delete as appropriate]

Total Hire Charge:

*This includes the fee for Licensing the Supply of Alcohol (if required). A Security Deposit may be required in addition to the Hire Charge. A formal Invoice will be issued by the Treasurer.*

The Hirer hereby agrees to observe and abide by the Standard Conditions of Hire attached to this Agreement and with the Supplementary Conditions of Hire (if appropriate) and with the associated Fire, Emergency, Health and Safety Requirements of the Premises.

*By signing this form, the Hirer agrees to the collection and processing of their personal data in accordance with the Hall's Data Protection Statement (a copy of which may be obtained from the Bookings Secretary or viewed on the Wisborough Green Parish website)*

Signed on behalf of the Management Committee:

Signed by the Hirer:

Dated:

**Hirer** – only sign this form if you are over the age of 18 years and are prepared to accept the responsibilities of the Hire.