

# ASH VILLAGE HALL HIRING AGREEMENT

This AGREEMENT is made on the date (1) and between the Committee (2) and the Hirer (3) named below whereby in consideration of the sum(s) mentioned (7)

The Committee agrees to permit the Hirer to use Ash Village Hall for the purpose described below, viz

Date: .....

- 1. Village Hall Management Committee  
 Authorised Representative: .....  
 Address: .....  
 Telephone number: .....

- 2. Hirer:  
 (a) Organisation (if applicable).....  
 (b) Name of organisation's authorised representative or individual hirer:.....  
 Address .....  
 .....  
 Telephone No: .....  
 Email: .....

3. Premises: Ash Village Hall

4. Purpose of Hiring:

5. Deposit: £..... payable on signing this agreement – all deposits are cashed. The Committee, within 28 days of the termination of the period of hire, will repay the deposit to the hirer less the cost of rectifying any damage or loss caused to the premises or additional cleaning required as a result of the hiring.

6. Hiring Fee: £..... payable before the event for which the hall is hired.  
**Cheques made payable to Ash Village Hall.**

7. Period of Hiring: Date(s) ..... Hours: .....

8. THE HIRER agrees with the Committee to be present during the hiring and to conform to the the Committee's Standard Conditions of Hire.

- No fireworks allowed.**
- No smoking allowed anywhere on the premises.**
- No alcohol to be sold on the premises.**
- Tickets can be sold for functions finishing before 11pm.**
- Hirers must leave the hall by 12 midnight.**

**Your contact information will be retained by the Management Committee for audit and to inform you of future events. Please confirm that we can use these details Yes/No**

**Signed by the Hirer and Village Hall Representative.**

Hirer: ..... Village Hall Representative .....

.....  
**Note: KEYS TO THE HALL. The Hirer must telephone 01474 874693 or 01474 872767 between 7 and 14 days before the event and make arrangements to collect the keys. Keys to be returned at completion of hire. (Please put through the letter box if late at night)**