Thorpe Satchville Village Hall Committee

# BOOKING CONFIRMATION

This Agreement is made on the date (1) between the Committee (2) of Thorpe Satchville Village Hall and the Hirer (3) named below whereby, in consideration of the sum(s) mentioned (8):

The Committee agrees to permit the Hirer to use the premises (4) for the purpose (5) for the period(s) (6) all described below, namely:

(1) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(2) Thorpe Satchville Village Hall Committee

(3) Hirer:

(a) Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(b) Representative or individual hirer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Telephone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(4) Premises required (please specify): Whole Hall / Small Room / Kitchen

(5) Purpose of hiring: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(6) Period of hiring:

Date(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Times: From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(7) Hiring Fees:

\_\_\_\_\_\_\_\_ hours @ £20.00\* per hour = £\_\_\_\_\_\_\_\_\_\_

Plus £50 Returnable Deposit

The deposit should be in the form of a separate cheque to cover any damage, breakages, or cleaning that may occur.

The hirer agrees with the Committee to be present during the hiring and to perform the provisions and stipulations contained in or referred to in the 'Standard Terms and Conditions of Hire' as set out below, an understanding of which the Hirer acknowledges, together with any special conditions.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by a member of the Thorpe Satchville Village Hall Committee

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by the person named at 3(b) above (on behalf of the organisation named at 3(a) above)

By signing the above you confirm you have read the terms and conditions found on our website