

Ash Village Hall-Hiring Agreement (for Regular Hirers)

Please complete this form and send to the Chairman/Secretary (address details overleaf).
Invoices will be sent as already agreed.

1. Hirer:

(a)	Name	<input type="text"/>
(b)	Organisation (if any)	<input type="text"/>
(c)	Address	<input type="text"/>
	Email address	<input type="text"/>
(d)	Contact Telephone Numbers	<input type="text"/>
(d)	Do you consent to your name, telephone number and/or email being published on our website?	<input type="text" value="Yes / No"/>
(e)	Billing Name & Address (if different from above)	<input type="text"/>

2. Dates(s) required:

Date/s	<input type="text"/>	Times/s	<input type="text"/>
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3. Premises (please tick accommodation required)

Whole Building	<input type="checkbox"/>	Library Room	<input type="checkbox" value="N/A"/>	Performing Rights Society Licence	<input type="checkbox"/>
Main Hall	<input type="checkbox"/>	Kitchen	<input type="checkbox"/>	PA System	<input type="checkbox"/>
Stage	<input type="checkbox"/>	Stage Lighting	<input type="checkbox"/>		

4. Purpose/description of hiring

Expected number of persons to be present	<input type="text"/>
Will this be a public or private event?	<input type="text" value="Public / Private"/>
Will you be applying for a Temporary Event Notice for the Sale of Alcohol? (See Para 5)	<input type="text" value="Yes / No"/>
Is the hiring of the hall for a commercial venture?	<input type="text" value="Yes / No"/>

Commercial Hirer?

If yes, your attention is drawn to Para. 13 (c) of the Standard Conditions of Hire which states:

Commercial Hirers shall take out adequate insurance to insure the Hirer and members of the Hirer's organisation and invitees against the Hirer's liability under paragraph 13(b) and all claims arising as a result of the hire and **on demand** shall produce the policy and current receipt or other evidence of cover to the Chairman. Failure to produce such policy and evidence of cover will render the hiring void and enable the Booking Officer to rehire the premises to another hirer.

