

LONGDON VILLAGE HALL

Standard Conditions of hire of the Village Hall

1. THE HIRER shall pay the cost of the hire in full, at the time of booking the Hall. At the discretion of the Committee a security deposit of £50 will also be required and shall be refunded to the Hirer once the Committee is satisfied that the hall premises have been left in a satisfactory state (in accordance with Rules 15 a), 15 c), 15 d) and 16), and in the event of the Committee cancelling the booking, in pursuance of Rule 3 c).
2. If the Hirer wishes to cancel the booking and the Committee is unable to conclude a replacement booking, the question of the repayments of the fee shall be at the discretion of the Committee. In the event of the Committee cancelling the booking in accordance with rule 3 c, all fees paid by the Hirer shall be refunded to him/her.
3. THE HIRER shall ensure that the General Rules governing the use of the Village Hall, as supplied to him/her are complied with.
4. THE HIRER shall, during the period of hiring, be responsible for supervision of the premises, protection of its fabric and contents (safety from damage however slight, or change of any sort), and the behaviour of all persons using the premises (whatever their capacity), including proper supervision of car-parking arrangements so as to avoid obstruction of the highway.
5. THE HIRER shall be responsible for obtaining any licences necessary in connection with the booking other than those already held by the Committee.
6. THE HIRER shall be responsible for making arrangements to insure against any third party claims which may lie against his/her organisation whilst using the Village Hall. (The Committee is insured against any claims arising out of its own negligence).
7. THE HIRER shall be responsible for the observance of all regulations appertaining to the premises stipulated by the Licensing Justices, the Fire Authority in accordance with Rule 4, the Local Authority or otherwise.
8. The Hirer shall not sub-let or use the premises for any unlawful purpose or in any unlawful way nor do anything or bring on to the premises anything which may endanger the premises, their users, or any insurance policies relating thereto.
9. THE HIRER shall indemnify the Committee for the cost of repair of any damage done to any part of the property (including the curtilage thereof) or the contents of the building, during or as a result of a booking. **The hall will be left clean and tidy at the end of the hire and suitable time must be included by the hirer when booking.**
10. THE HIRER shall, if selling goods on the Hall premises, comply with Fair Trading Laws and any local code of practice issued in connection with such sales. In particular, the Hirer shall ensure that the local prices of all goods and services are prominently displayed, as shall be the organiser's name and address, and that any discounts offered are based only on Manufacturers' Recommended Retail Prices.

As Witness the hands of the parties hither to

Signed by the person named in paragraph 5 of
Hiring Agreement,
on behalf of the Committee.

Gina Duckett

Signed by the person named in paragraph 6 of
the Hiring Agreement, on behalf of the hiring
organisation:

HIRING AGREEMENT AND STANDARD CONDITIONS OF HIRE FOR LONGDON VILLAGE HALL

THIS AGREEMENT is made on
between Longdon Village Hall Management Committee, hereinafter called the
Committee, and the Hirer named below, whereby in consideration of the sum(s)
mentioned in paragraph 4 below:

A. THE Committee agrees to permit the Hirer to use that part of the premises
designated in paragraph 3 for the purposes, period(s) and the fee
described below, namely.

1. Purpose of Hiring

2. Period of Hiring

Date

Hours from hrs to hrs

3. Hiring Fee £ (Cheques payable to Longdon Village Hall)

Bacs payment to
A/c Longdon Village Hall A/c no 53134268 sort code 309089
Please advise if payment is made via Bacs

4. The Committee's authorised official: Gina Duckett

Email: bookingslvh@gmail.com

Telephone No: 07551 7517959

5. THE HIRER agrees to observe and perform the provision and stipulations
contained or referred to in the Committees Standard Conditions of Hire for
the time being in force and as annexed hereto, and in the Rules governing
the use of the Village Hall.

6. HIRER

Name/Organisation _____

Address _____

_____ Telephone No: _____

**Please return the bookings form together with payment to;
LVHMC, 6 Church Way, Longdon, Rugeley, Staffs WS15 4PG or
Via email if paying by Bacs to bookingslvh@gmail.com**