

Foulden Village Hall – Regular User Hire Agreement

This agreement is made on

Between The village hall representative named in section 2
And The person named in section 3 referred to as the Hirer.

Foulden Parish Council and/ or its employees and volunteers agree to permit the Hirer to use Foulden Village Hall for the purpose (7) and for the period(s) (1)

1. Start date required:

Date – From to
Time – From to

Frequency of event

2. Village Hall Representative

Authorised representative
Address
Tel. no.
E-mail

3. Hirer must be 18 years or over

Name
Organisation (if applicable)
Address,
Tel. no.
E-mail

4. Hire Fee Villager:- £8.00 per hour Non Villager:-£10.00 per hour.

Please ensure all outstanding payments are made by the last day of the month and ensure that the Village Hall Manager is aware of each payment.

Please make cheques payable to: **Foulden Parish Council VH**

BACS details: **sort code 20-28-20 account no 63586820**

5. Cleaning and Damage Deposit:-

Deposit (to be paid at time of booking) £

We(2) will refund the hirers deposit no later than six months or 12 sessions, whichever is the greater after the start date.

6. Cancellation

If you are unable to attend your regular session, please make us aware as soon as possible. Failure to do so could result in you being charged as normal.

7. Purpose/description of hiring:

7.1 Is food to be provided at the event? Yes / No

7.2 Is alcohol to be provided at the event? Yes / No

7.3 Will there be exhibition of a film? Yes / No

7.4 Will live music be performed or recorded music played? Yes / No

The Hirer (3) is responsible for obtaining all relevant licenses pertaining to your event.

8. Promotion

a) Do you have any of the following:-

Facebook page Yes / No Details:

Twitter page Yes / No Details:.

Instagram Yes / No Details:

Website Yes / No Details:

Other Yes / No Details:

b) Do you give permission for your activity to be promoted via:-

Signpost (bi-monthly publication) Yes / No

Website (www.fouldennorfolk.org) Yes / No

Foulden tweets (e-mail group) Yes / No

Facebook (@Foulden) Yes / No

Twitter (@Fouldennorfolk) Yes / No

Instagram Yes / No

Other Yes / No

You can change your preferences at any point by contacting us.

9. You agree to be present for the duration of the hire period (1), to comply fully with this agreement and the standard conditions of hire.

10. We(2) and you(3) hereby agree that the Standard Conditions of Hire, which may also be viewed on the Foulden Norfolk Web Site:- www.Fouldennorfolk.org, together with any additional conditions imposed under the Premises Licence or that we deem necessary, form part of the terms of this Agreement unless we (2) and you (3) agree in writing

Signed by the person named at 2 above, on behalf of Foulden Parish Council.

Signature..... Date.....

Signed by the person named at 3

Signature..... Date.....

11. You(3) hereby agree that you have read and understood the Covid-19 risk assessment, which may also be viewed on the Foulden Norfolk Web Site:- www.Fouldennorfolk.org, and that

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you will take all necessary action to meet the requirements as laid out in that risk assessment.

As a regular hirer you will provide the person named at 2 above, on behalf of Foulton Parish Council with a copy of your own covid-19 risk assessment.

Signed by the Hirer named in section 3

Signature..... Date.....