

BICKNOLLER VILLAGE HALL

HIRING AGREEMENT

Between: (a) The Village Hall named in clause 2, acting by its Management Committee ("Village Hall") and (b) the person or organisation named in clause 3 ("Hirer").

AGREED as follows - in consideration of the hire fee described in clause 4, the Village Hall agrees to permit the Hirer to use the premises described in clause 1 for the purpose described in clause 6 for the period(s) described in clause 1. The details inserted in clauses 1 to 6 below and the answers to the questions in clauses 7 and clause 8 are terms of this agreement. This Hire Agreement includes the annexed Standard Conditions of Hire.

1) Session(s) required (select Facility by placing X in box to right of required Facility)

From date	To date	Morning (8 am to 12.30)		Afternoon (1 pm to 5.30 pm)		Evening (6 pm to 11 pm)		Custom		
Facility	Committee Room	<input type="checkbox"/>	Main Hall	<input type="checkbox"/>	Entire Village Hall	<input type="checkbox"/>	Car Park only	<input type="checkbox"/>	Other	<input type="checkbox"/>
Repeat	Weekly / Monthly / Annually / Special (state)									

2) Bicknoller Village Hall:

(a)	Registered Charity Number:	304 485
(b)	Authorised Representative	Michele Higgs
	Address	17 Church Lane Bicknoller TA4 4EL
	Telephone Number	07729 533922
	Email address	lettings@bicknollervillagehall.org

3) Hirer:

(a)	Name or Organisation	
(b)	Name of Organisation's Authorised Representative	
	Address	
	Telephone Number	
	Email address	

4) **Hire Fee £** (words) **# Deposit £** *** Balance £**
 #Payable on signing of this Agreement. *Payable on or before conclusion of event(s) covered by this agreement.

5) **** Commercial use? Yes/No**

**** The Village Hall Insurance does not cover the Public Liability risk of hiring for commercial purposes.**

6) **Purpose / description of hiring**

BICKNOLLER VILLAGE HALL

- 7) Is food (other than biscuits / cakes etc.) **YES / NO** or alcohol **YES / NO** to be provided at the event?
- 8) The Village Hall has a Premises Licence authorising the following regulated entertainment and licensable activities at the times indicated. Please confirm which of the licensable activities will take place at your event:

The Hall is licensed for the following activities:	Permitted times for ALL licensed activities:	Indicate (tick) each activity that will take place at your event
a. The performance of plays	All functions may operate only between the hours of 11.00 to 01.00 hrs. (Mon - Fri) and from 11.00 to midnight (Sat - Sun)	
b. The exhibition of films		
c. Indoor sporting events		
d. The performance of live music		
e. The playing of recorded music		
f. The performance of dance		
g. Entertainment similar to those in a - f		
h. Making music		
i. Dancing		
j. Entertainment similar to those in h - i		

- 9) In order to hold a licensable activity not covered by the Village Hall's Premises Licence, a Temporary Event Notice (TEN) will need to be given to the licensing authority. In addition, if you intend to provide alcohol, you will need to seek written permission from the Village Hall for a Temporary Event Notice to be given for the event. (NB: the Hall is limited to 12 T.E.N. approvals p.a.).
- 10) The Hall has a licence with the Performing Rights Society for the performance of copyright music.
- 11) The Hirer agrees with the Village Hall to be present (by its authorised representative, if appropriate) during the hiring and to comply fully with this Hire Agreement. Should the event involve young people, then a responsible adult will need to be present throughout.
- 12) It is hereby agreed that the Standard Conditions of Hire shall form part of the terms of this Hiring Agreement, unless specifically excluded by agreement in writing between the Village Hall and the Hirer.
- 13) None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.

Signed by the Hirer or the Hiring Organisation's Authorised Representative:

Signed:	Date:
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Signed by the Authorised Representative of the Village Hall:

Signed:	Date:
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Please return one copy of pages 1 & 2, appropriately signed, to

Michele Higgs
BVH Hon. Bookings Secretary
17 Church Lane
Bicknoller
TA4 4ER