

EDINGTON PARISH HALL

Westbury Road, Edington, Westbury, BA13 4QF

Charity Commissions registration number: 309455

Chairman: Elizabeth Webbe, The Plough, Lower Road, Edington, BA13 4QN Tel: 01380 831401

Bookings: Rowena Fox, 6, Berry Road, Edington, BA13 4PN Tel: 01380 831464

HIRING AGREEMENT: PRIVATE BOOKINGS/ SPECIAL EVENTS

The Committee agrees to permit the **HIRER** to use the Parish Hall for the purpose and period described below.

DATE:..... **TIME:** (please include set up and clear up time) **from**..... **to**

EVENT:.....

HIRED BY: Name:.....

Address.....

.....

..... Phone no :

Email address:

Nominated Responsible Person present throughout the hiring if different from

above: Name:..... Phone no:.....

Email address:

HIRING FEES

Hall including the use of the kitchen and heating £6.00 per hour or part thereof.

Security Deposit: (refunded providing all hiring conditions are complied with) **£40.00**

I have read and understood the Conditions of Hire, the Safeguarding Policy and the Privacy Policy and confirm that I (the Hirer) and my representative understand and accept them

Signed:..... **Date:**

Please return the completed form and payment (2 x cheques, 1 for payment and 1 for £40 security deposit) TO Rowena Fox, 6 Berry Road, Edington, BA13 4PN. Cheques should be made payable to Edington PCC Parish Hall Account