

Croft-on-Tees Community Village Hall
Booking Agreement Form

The Agreement is made on the date hereof between Croft-on-Tees Community Village Hall which is a registered charity and the Hirer whereby in consideration of the Hirer paying the Hiring Fee specified below

Croft-on-Tees Community Village Hall agree to permit the Hirer to use the hall on the Date(s) and Times and for the purpose(s) specified below subject to the terms of the Hire Agreement

Name of Hirer	<input type="text"/>
Organisation	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
E-mail	<input type="text"/>
Tel. Number	<input type="text"/>
Date(s) of Hire	<input type="text"/>
Times of Hire	<input type="text"/>
(To include set up & tidy away)	
Purpose of Hire	<input type="text"/>
Details of Public Liability	<input type="text"/>
(Insurance Provider where applicable)	

Total Hiring Fee The charge for the hall is £12 per hour with a reduced rate for charities, long-term bookings & new starter groups. (The latter for an agreed period)

Date Hiring fee paid

- The Hirer confirms that a copy of Croft-on-Tees Community Hall Hire Agreement has been provided to them and that they agree to the terms included therein, and to abide to all health and safety / fire regulations.
- The Hirer confirms they have full public liability insurance cover and have attended a first aid course.
(only applicable to physical activity / exercise classes)

Signed by the Hirer	<input type="text"/>
Name	<input type="text"/>
Date Hiring fee paid	<input type="text"/>

Signed on behalf of Croft-on-Tees Community Village Hall

Name	<input type="text"/>
Date	<input type="text"/>

Return the completed form to the Booking Secretary: Sue Coates, 1 Carroll Place, Croft-on-Tees, Darlington, DL2 2SS Tel: 01325 721014