

Skirmett Village Hall Hiring Agreement

(to be completed having read the Standard Terms & Conditions)

Hirer Name:

Hirer Contact Details:

Address:

Tel: Mobile:

Email:

Date & Time of Event: Day 1 Date:..... Time:

Date & Time of Event: Day 2 Date:..... Time:

Required for what purpose/event

Will alcohol be sold?
(if YES then a License is required -see Standard Conditions of Hire Item 3)

Will you be hiring either a band or disco? If so which?
(If YES, then see Standard Conditions of Hire Item 5)

Hiring Fee*

** In the case of weddings and parties, the hiring fee is required in full along with a £100 refundable damage deposit.*

Deposit

Additional Charges (if applicable)

SPECIAL ATTENTION:

THE SKIRMETT VILLAGE HALL HAS A MAXIMUM CAPACITY OF 65 PEOPLE STANDING OR 56 PEOPLE SEATED.

I CONFIRM I AM 18 YEARS OR OVER AND HAVE READ AND UNDERSTAND THE FOLLOWING DOCUMENTS AND AGREE TO ABIDE BY THEM

- **Standard Conditions of Hire**
- **Health and Safety Policy - General Statement**
- **Health & Safety - General Guidelines**

Signature of Hirer

Name (please print)

Date:

YOU SHOULD RETAIN A COPY OF THIS BOOKING FORM AND STANDARD CONDITIONS OF HIRE FOR YOUR OWN INFORMATION AND RETURN A COPY OF THE FORM, TOGETHER WITH YOUR DEPOSIT TO THE BOOKING MANAGER SKIRMETT VILLAGE HALL, SKIRMETT, HENLEY ON THAMES. RG9 6TG