

WHITCHURCH COMMUNITY HALL

CHURCH HILL, WHITCHURCH, TAVISTOCK. DEVON. PL19 9ED REGISTERED CHARITY NO. 202196

Chairman:

Treasurer:

Hiring Agreement

- a) Before signing, please ensure that you have read and understood the 'Terms and Conditions of Hire' accompanying this document.
- b) Please be aware that, by signing this Hiring Agreement, you are entering into a written contract with the Trustees of Whitchurch Community Hall
- c) Please be considerate to the Hall's neighbours.

d) Return Address: 31 Newtake Rd, Tavistock PL19 9BX

Hirer (Print Name):

Contact:

Address:

Telephone:

Email:

The Trustees agree to permit the Hirer to use the facilities (1) for the purpose (2) for the period(s) (3 & 4) as described below, namely: -

- 1. **Facilities required:** **Hall / Stable / Hall & Stable / plus Kitchen**
- 2. **Purpose:**
- 3. **Date:**
- 4. **Start time:** **End time:**
- 5. **Block Booking:** **Yes / No**
- 6. **If Yes – Details:**

I have read and agree to be bound by the Trustees' Terms and Conditions of Hire.

Signed:
(On behalf of the Hirer)

Date:.....

NOTES:

- a) Charges (except for full-day bookings) are for each hour and part thereof.
- b) Hall bookings should cover the full time the Hall is required.
Don't forget to make allowance for setting up and clearing away time.
- c) If less than 10 days' notice of cancellation is given the Hirer is responsible for the full hire charge.
- d) The Trustees reserve the right to alter conditions and/or charges without prior notice.
- e) The grass area adjacent to the Hall is only partly owned by the Community Hall and is currently unavailable for use by Hall patrons.