

## Bremhill Village Hall Hiring Agreement

DATED

PARTIES

1. Bremhill Village Hall (represented by the Management Committee) 2.
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**AGREED** as follows:

1. In consideration of the hire fee, the Village Hall will permit the Hirer to use the premises for the purpose described in clause 1.6 for the period(s) described in clause 1.1. The details inserted below are terms of this agreement.

1.1 Dates(s) required:

Date(s)	From	<input style="width: 95%; height: 20px;" type="text"/>	To	<input style="width: 95%; height: 20px;" type="text"/>
Time required (incl. prep time)	From	<input style="width: 95%; height: 20px;" type="text"/>	To	<input style="width: 95%; height: 20px;" type="text"/>

1.2 Village Hall

(a) Registered Charity No	305473
(b) Authorised Representative	Denise Quayle
(c) Address	27 Bremhill, Calne, SN11 9LD
Telephone Number	01249 817218

1.3 Hirer:

(a) Name	
(b) Organisation (if any)	
(c) Address	
Contact Telephone Numbers	

1.4 The Hirer shall pay a deposit, payable on the signing of this hire agreement. The balance of the booking fee is payable on or before the event.

Hire Fee	<input style="width: 95%; height: 20px;" type="text"/>	Deposit	<input style="width: 95%; height: 20px;" type="text"/>
Balance	<input style="width: 95%; height: 20px;" type="text"/>		

1.5 Will the hire be for Commercial Use? Yes/No?

If yes, please supply a copy of your public liability insurance.

1.6 Purpose/description of hiring

Will this be a public/private event?	Yes/No?
Is food to be provided at the event?	Yes/No?

Do you intend to use the cooking facilities? Yes/No?

2. The Village Hall has a Premises Licence authorising the following regulated entertainment and licensable activities. Please confirm which licensable activities will take place at your event:

Activity	The hall is licensed for	Indicate activities to take place at your event
a. The performance of plays		
b. The exhibition of films		
c. Indoor sporting events		
d. Boxing or wrestling entertainment		
e. The performance of live music		
f. The playing of recorded music	√	
g. The performance of dance		
h. Entertainments similar to a – g		
i. Making music		
j. Dancing		
k. Entertainment similar to those in i – j		

- 2.1 The hall has a licence with the Performing Right Society for the performance of copyright music.
- 2.2 Where a licensable activity is due to take place, the hirer will be given a copy of the conditions of the Premises Licence and/or operating Schedule for the premises. The hirer acknowledges receipt of these documents and agrees to comply with all conditions and obligations in them.
- 2.3 In order to hold a licensable activity on the premises or on part of the premises not covered by the hall's Premises Licence or where a hall does not have a Premises Licence, a Temporary Event Notice (TEN) will need to be given to the licensing authority.

**The Hirer must obtain the written consent of the management committee on the form provided for this purpose, before giving the licensing authority a TEN. Failure to do so will result in cancellation of the hiring without compensation because there is a limit on the number of TENs which can be granted annually for any premises. Lack of co-operation could affect future fundraising by the hall management committee and local voluntary organisations.**

- 2.4 Do you intend to sell alcohol at your event? Yes/No?

If you answer yes to the above question, you will need to seek written permission from the management committee. **A Temporary Event Notice will be required for the event. The management committee will require you to complete a separate form detailing your requirements. This must be lodged with the council at least 10 working days prior to your event. Failure to do this will mean that alcohol cannot be sold at your event.**

- 2.5 The hirer agrees not to exceed the maximum permitted number of people per room including the organisers/performers.

Main hall	100 standing 60 seated
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3. 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.
4. It is agreed here that the Standard Conditions of Hire together with any additional conditions imposed under the Premises Licence or that the village hall management committee deem necessary shall form part of the terms of this Hiring Agreement unless specifically excluded by agreement in writing between the Village Hall and the Hirer.
5. 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 authorised representative, on behalf of the Village Hall's Management Committee

Signed by the Hirer