THE MARGARET HARKER HALL & BLOFIELD MEMORIAL GROUND
Yarmouth Road, Blofield, Norwich NR13 4LE
Registered Charity No:- 303908

HIRING AGREEMENT

This agreement is made on the date (1) between the Committee (2) and the Hirer (3) named below, whereby, in consideration of the sum(s) mentioned (4).

A The Committee agrees to permit the Hirer to use the premises (5) for the purpose (6) and for the period(s) (7) described below, viz:

1) Date: _____

2) Village Hall Management Committee:
   a) Margaret Harker Hall, Blofield
   b) Authorised Representative: _____
   c) Email Address/Address bookings@margaretharker.onmicrosoft.com
   d) Telephone Number: 07857752439

3) Hirer:
   a) Name _____
   Note: Person signing must be 18 years of age or over
   b) Organisation (if applicable) _____
   c) Address _____
   d) Telephone Number: _____

4) Security Deposit: £ _____
   (refundable in full if no damage occurs)

   Hiring Fee: £ _____
   (payable 2 weeks before the event for which the Hall is hired – the deposit having been paid on the signing hereof)

   Total £ _____

5) Premises: Whole of Village Hall
   or
   Part of Hall, namely _____

6) Purpose of Hiring: _____
   This will be a private / public event
   Commercial Use: Yes / No

7) Period of Hiring: Date(s):_____
Hours: _____

8) Will your event require music? Yes / No
9) Is alcohol to be provided at the event? Yes / No
Will it be for sale? Yes / No
(If yes, you will need to seek permission from the Committee for a licence – see condition 3 in Standard Conditions of Hire)

B

1) The Hirer (or their authorised representative) agrees with the Committee to be present during the hiring and to perform the provisions and stipulations contained or referred to in the Committee's "Standard Conditions of Hire" and "Special Notice", for the time being in force as annexed hereto, (an understanding of which the hirer acknowledges) together with the "Schedule of Special Conditions" (only attached if the event involves public entertainment).

2) It is hereby agreed that the Standard Conditions of Hire, Special Notice and Schedule of Special Conditions (if required) attached hereto shall form part of the Hiring Agreement unless specifically excluded.

3) Margaret Harker Hall works with Norfolk Constabulary sharing information on our bookings in order to prevent crime and disorder. This information has been brought to my attention on booking the hall and by placing my booking I acknowledge that I am aware.

4) Your personal information will be held by the Bookings Secretary until the date of the booking and up to 12 months after the event unless advised otherwise by the Hirer. Your personal information will not be shared with any other organisation.

As Witness the hands of the parties hereto:

Signed by the person named at 2 (b) above on behalf of the Village Hall Management Committee.

Signed: _____

Date: _____

Signed by the person named at 3 (a) above on behalf of the organisation named at 3 (b) (if applicable).

Signed: _____

Date: _____