

Hire Agreement for Casual Booking.

Hiring Agreement for the Whiteley Community Centre, Gull Coppice, Whiteley

1. HIRE DETAILS:

Date of Hiring
Time of Hiring
Room(s) Hired
Purpose of Hiring.....

2. PARTIES:

The General Committee of the Whiteley Community Association ('the Association'), acting by its Centre Manager.

Name of person responsible :.....(The Hirer)
Organisation.....
Address:.....
.....
Telephone Number.....

3. FEES:

Hiring Fee: Hrs @ £-..... per hour = £-..... Date Paid

Deposit. £-..... Date Paid

All fees must be paid one month before the event. The deposit cheque will be returned to the hirer after the event, if, no breakage or damage has occurred; all furniture and/or equipment is cleaned and returned to storage; the floors are cleaned or hoovered; all rubbish is disposed off; the kitchen is wiped down and any items used are washed and put away; the garden is left tidy.

Deposit Returned Date..... Signature

4. CANCELLATION:

If a cancellation is made within one week of the event, the deposit cheque will be retained.

5. TERMS

The Association permits the Hirer to use that part of the premises described in paragraph 1 above, within the attached terms and conditions and within the rules for use of the centre.

The Hirer agrees to observe and perform the terms and conditions contained or referred to in the Associations Standard Conditions of Hire for the time being in force and as attached to this agreement and in the Rules governing the use of the premises.
Special conditions may apply.

Signed by
Print Name.....
Date.....
(The Hirer / For and on behalf of the Hirer)

Signed by
Print Name.....
Date.....
(For and on behalf of the Association)