



Doddington Grove Community Hall

Hire Agreement

Name of Hirer:

Name of Organisation, if applicable:

Address: Postcode:

Contact No: Mobile:

Date of Hire:

Purpose of Hire:

Time of Hire re: From To

Total payable fee: £ + £60 deposit returnable subject to satisfaction: £

(9am to 11pm – Friday and Saturday, 9am to 10pm – Sunday to Thursday)

General conditions

1. The hall is only to be used for private or public gatherings (maximum 80 people, including staff and volunteers).
2. The grounds around the hall are not included in the booking.
3. Only quiet background music played on domestic speakers and / or soft acoustic music is allowed. No use (brought in by the hirer) of sound amplification equipment/ disco equipment, as people live above the space.
4. All outer doors are to be kept shut.
5. No cooking of food on the premises.

Special conditions

Any organisation wishing to run educational provisions must provide the following:

1. Prof of public liability insurance, under the name of organisation.
2. Prof of qualifications e.g. certificates Yes: ☐ No: ☐
3. Data barring service (DBS) certificate Yes: ☐ No: ☐
4. Age range: e.g: 12 to 18 yrs.

Payment (All figures below are subject to review in the new financial year)

6. Fees for hall hire are all payable in advance:
Sunday - Thursday: £8 per hour for residents and £18 per hour for non residents.
£25 per hour for large, funded organisations and commercial enterprises.
Friday - Saturday: £8 per hour for residents and £20 per hour for non residents.
£30 per hour for large, funded organisations and commercial enterprises.

A deposit of **£60 via BACS** in advance is required and may be forfeited for breach of the following conditions;

Forfeit conditions

7. More than 80 people in the hall: **£20**
8. Grounds around hall not cleared of litter: **£20** per hour/or part of hour - clearing up charge
9. Use of sound amplification equipment (brought in by the hirer) / disco equipment: **£30**
10. Overrunning agreed finish time: **£20** /hour or part of an hour.
11. Breakages will be charged at cost.
12. Hall not left clean and tidy, as it was found: **£30** cleaning charge.

A committee member will inspect the hall on completion of the hire period and their decision regarding forfeiture will be final. The deposit, or remainder, will be returned following inspection.

Other conditions

13. Sustained loud noise, leading to nuisance, could lead to the event being curtailed.
14. Please note, there may be other fees, subject to type of events taking place, e.g. insurance, music, ticketed event and alcohol licence.
15. There is permit only parking around Doddington Grove. Cars will be clamped by the Council if parked illegally. Parking meter spaces available near by.
16. Please respect the peace of the surrounding residents when arriving and leaving.
17. I have read and agree with the terms and conditions: Yes: ☐ No: ☐

Signed on behalf of the Hirer

Signed on behalf of Doddington Grove Resident's Association

Printed Name:

Printed Name:

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Signature:

Signature:

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Date.....

Date.....