

# Antrobus Village Hall Hiring Agreement

## Booking Details

### 1. Parties:

Antrobus Village Hall &

- (1) Antrobus Village Hall named in clause 5 acting by its management committee ("Village Hall Committee").
- (2) The person or organisation named in clause 6 ("Hirer").

### Herein agree as follows:

In consideration of the hire fee described in clause 4, the Village Hall committee agrees to permit the Hirer to use the premises described in clause 3 for the purpose described in clause 3.1 for the period(s) described in clause 2. The details inserted in sub-clauses 2 to 6 below are terms of this agreement. Standard Conditions of Hire are attached and any Special Conditions of Hire / Special Requirements are set out in clause 7.

### 2. Date(s) required.

Date of booking (including day of the week)

Hall Access Time

Event Start Time

Time hall key will be returned to booking secretary after event

### 3. Rooms Required – please delete as necessary

Large Hall / Small Hall / Kitchen / Bar / Lounge

#### 3.1 Purpose/description of hiring.

#### 3.2 How Many Guests Will Be At This Event?

120 max

**THE MAXIMUM NUMBER IN TOTAL IS 120  
PLEASE INITIAL IN THIS BOX TO CONFIRM YOU AGREE TO THIS.**

- 3.3** If the Hirer requires a bar service to be provided this must be arranged **at the time of booking** by telephone directly to the Village Hall Bar Manager: **Marian Hankey 01606 891807**

**It is not permitted for anyone hiring the hall to operate their own bar for the sale of alcohol.**

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## 4. Hire Fee.

The Hirer shall pay **the full hire fee** for the booking **on completion/return of signed booking form**.

Our preferred payment method is by Bank Transfer to:

SORT CODE: **60-20-29**

ACCOUNT: **39547221**

ACCOUNT NAME: **ANTROBUS VILLAGE HALL COMMITTEE**

PAYMENT REFERENCE: **hirer's name or name of hiring group (limited to 11 characters)**

A booking is not confirmed until the Booking Secretary has received this form, fully completed, and the details contained therein having been agreed and accepted by both parties.

See section 19 of the Standard Conditions of Hire covering the cancellation policy.

## 5. ANTROBUS VILLAGE HALL

- (a) Registered Charity No: **509779**
- (b) Authorised Representative: **Mrs Karen Pelope (Bookings Secretary)**  
**15 Old Orchard**  
**Antrobus**  
**Northwich**  
**Cheshire CW9 6LH**  
[info@antrobusvillagehall.com](mailto:info@antrobusvillagehall.com)

## 6. Hirer.

- (a) Hirer's Name and address

Contact Address:

  

Telephone Number(s):

Home/Office:

Mobile:

**KEY PICK-UP: The key to the Village Hall will be left in the porch of the bookings secretary at the agreed time. We request that the key is returned to the same place immediately after your event. Thank you**

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**8. It is hereby agreed that:**

The Standard Conditions of Hire together with any Special Conditions of Hire shall form part of the terms of this Hiring Agreement unless specifically excluded by agreement in writing between the Village Hall and the Hirer.

**NO CANDLES, NO TABLE CONFETTI OR PARTY POPPERS TO BE USED**

**NO DRONES TO BE USED ON THE VILLAGE HALL FIELD**

**NO VEHICLES MAY BE PARKED ON THE VILLAGE HALL FIELD WITHOUT WRITTEN CONSENT**

**(see Terms and Conditions document)**

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 for the Hirer

Dated

**PLEASE NOTE: The Village Hall Key pick up is from the porch of the booking secretary at an agreed time (see page 2).**

**We request that the key is returned to the same place immediately after the event.**