**MIDDLETON AND AISLABY VILLAGE HALL**

**BOOKING FORM and HIRE AGREEMENT**

|  |  |
| --- | --- |
| Name of Hirer |  |
| Organisation / Private |  |
| Contact Details |  |
| Mobile | E Mail |
| Land | Postal |
| Charges as advertised | https://middletonandaislabyvillagehall.weebly.com/bookings.html |
| Main Hall |  |
| Small Hall |  |
| Committee Room |  |
| Whole Site |  |
| Hire Charge Rate | Details of hire |
| Full |  |
| Discount |  |
| Special Arrangement |  |
| Dates required |  |
| Purpose of hire |  |
| Time(s) required |  |
| User Guide presented and acknowledged | <https://middletonandaislabyvillagehall.weebly.com/hirers-pack.html> |
| Safeguarding Policy acknowledged | https://middletonandaislabyvillagehall.weebly.com/mavh-governance.html |
| User Risk Assessment | Users/Hirers required to complete risk assessment for their activity at MAVH and confirm completion  <https://middletonandaislabyvillagehall.weebly.com/hiring--covid19-guidance.html> |
| Insurance | Employers and public insurance is in place. |
| Licenses | We do not have a Premises License for the sale of alcohol. This Agreement gives permission to you for a performance of live music, the playing of recorded music. |
| Signature of Hirer  ……………………………  Date…………………. | This document sets out the terms and conditions of hiring the Middleton and Aislaby Village Hall Confirmation of your acceptance of this Agreement must be provided to our Bookings Secretary by returning, either:  a) an acknowledged, dated, paper copy of this Agreement with your handwritten signature in the space provided; or  b) a dated, digital copy of this Agreement, fully acknowledge including with your name in the signature space, returned to us on an email which must include the words, ‘I/We agree to the terms of the attached Hiring Agreement’.  **MAVH Booking secretary:** stuartplant159@btinternet.com |

*Part 1 of 2 in conjunction with Part 2 of 2 Hirer’s Guide*