

# Goldhanger Village Hall Hire Agreement

Please complete this form in duplicate. One copy for your records and one for ours  
The terms and conditions of hire are printed on the reverse of this form.

Name of hirer:	
Organisation (if applicable)	
Address	
Post Code	
Telephone Number	
Email Address	

Date(s) of Hire	Times From	Times To	Purpose

Hire Fee	
Deposit	£50

The Hirer shall pay the deposit at the time of booking. The balance of the Hire Fee together with the Damage Deposit is payable one week prior to the event for which the hall is hired. The Damage Deposit will be returned after the event assuming that no damage to the premises has occurred.

Balance	
Damage Deposit	£100

**Goldhanger Village Hall details**

Registered Charity No.	301307		
Booking Officer	Mrs M Cheeseman	3 Maldon Road Goldhanger CM9 8BG	01621 788433 <a href="mailto:mcheeseman@outlook.com">mcheeseman@outlook.com</a>

**Community Inclusion**

In order to help us meet the needs of the community and ensure that appropriate facilities and equal opportunities are provided we would appreciate if you would complete the following questions (if known). We do not need names or any personal details. Thank you.

Number of people in your group with additional needs? e.g. uses a wheel chair or requires support of a carer etc. ....

Please sign and date below

Booking officer..... Hirer .....

Date..... Date .....