

St Faith's Church
CHURCH HALL PREMISES
TERMS AND CONDITIONS OF HIRE

Booking

All booking applications must be in writing on the form provided. The person signing the form will be considered the Hirer.

Keys

Keys may be collected from a designated person by arrangement in advance of the booking date. The keys must be returned immediately after the end of the hiring period. Please contact Liz Druker (01622 609895) to make arrangements.

Deposit

The Hirer will pay a deposit of £20 which will be returned within 30 days of the end of the hiring period, subject to any sums withheld to meet part of the hiring fees or the cost of rectifying damage arising during the hiring.

Supervision and Responsibility

The Hirer will be responsible for the supervision of the premises and the behaviour of all persons using the premises during the hiring period.

Completion of Hire

At the end of the hiring, the Hirer shall be responsible for leaving the premises and surrounds in a clean and tidy condition properly locked and secured.

Child and Adult Protection

In the event that the hiring involves the attendance of children the Hirer confirms that there will be in place an appropriate Child Protection Procedure. This also applies to vulnerable adults.

Smoking

The entire premises and grounds are a No Smoking Zone.

Insurance

The Hirer acknowledges that the loss of any items left unattended is not covered by St Faith's insurance cover.

Cancellation

St Faiths reserves the right to cancel this hiring in the event of the premises being required for the use of a particular church function.

Details of Hiring

Event :

Time Period :

Name of Hirer :

Address of Hirer :

Contact No. :

Signed : Date :