RANBY VILLAGE HALL - BOOKING FORM

This agreement is made on the date below between the **Trustee's** and the **Hirer** for the agreed fee.

The Trustee's agree to permit the **Hirer** to use the premises for the purpose and periods as described: -

1) **Date: _____**

2) **Village Hall Trustee's Authorised Representativ:**
Mr J E Hilton
17 Old Blyth Road
Ranby
Retford
Nottinghamshire.
DN22 8HZ

e-mail: ranbyvhbooking@gmail.com

Contact Telephone: 07743 901327

3) **Hirer:** **Organisation_____**

Authorised representative _____
Address: _____
_____
_____
Tel No _____

4) **Purpose of Hiring:** _____

5) **Period of Hiring:** Date(s): _____

Hours: _____

6) **Hiring Fee**

N.B. A **£100** damage bond is required when booking the Hall for a disco / party; this will be refunded by cheque if the Hall is left clean, tidy and undamaged.

Total Cost £ _____ Less 10% deposit £ _____

Balance To Pay £ _____ payable on or before the conclusion of the event for which the hall is hired (the deposit having been paid on the signing hereof).

7) **The Hirer** agrees to observe and comply with the provisions and conditions stated in the 'Standard Conditions of Hire' for the Village Hall.

8) **The Hirer** by signing this form agrees to the GENERAL DATA PROTECTION REGULATION statements contained in the 'Standard Conditions of Hire' for the Village Hall.

Signed by the
Village Hall Trustee's Authorised Representative:) _____

Signed by the
Hirer:) _____

This agreement must not be signed by anyone under the Age of 18 years.