**Hire Agreement**

**Long Melford Village Memorial Hall**

|  |  |
| --- | --- |
| Hirers name |  |
| Date of hire |  |
| Time of Hire | To include setting up and clearing up |
| We require | How many hours ? at the stated rate of £ per hour |
| Hirers address |  |
| E-mail address |  |
| Telephone |  |
| Reason for hire |  |
| Do you require a bar YES / NO | IF YES Please fill out the bar request form found on our web site |

I, the Hirer, agree to abide by the rules and regulations of the Village Hall, and I confirm I have read and accept the Terms and Conditions, which my booking of Long Melford Village Memorial Hall are subject to.

Signed…………………………………………………………………………………………….....

Date……………………………………………………………………………………………………