

# WYBOSTON, CHAWSTON & COLESDEN VILLAGE HALL

Morris Walk, Wyboston, MK44 3AG

[www.wybostonvillagehall.com](http://www.wybostonvillagehall.com)

## Contract for Hire Agreement

*Please note the Village Hall is a non smoking building*

- 1. Bookings:** Can be made for the hall via the Bookings Officer,  
Tel: **07471595016** or the website **[www.wybostonvillagehall.com](http://www.wybostonvillagehall.com)**
- 2. Payment:** Wyboston & Chawston Village Hall,  
Barclays Bank UK PLC      Sort Code **20-74-81**      Account No **33781062**
- 3. Keys:** A key fob for the alarm system is in the key safe.  
A member of the Village Hall Committee on how the alarm system operates.

Venue & Capacity	Rates (per hour)
<b>Main Hall</b> (Max Capacity 100 Standing or 80 Seated)	<b>£15</b>
<b>Committee Room</b> (Max Capacity 18 people)	<b>£10</b>

- The use of tables and chairs is included in the hire charge for the Main Hall and/or Committee Room and these are located in the Store Room.
- No decorations are to be affixed to the walls, ceilings etc and no *blu tac*, drawing pins, adhesive tapes or similar as they can cause permanent damage to the fabric of the building.

<b>Please list all dates:</b>			
<b>Use of Hall</b>			
<b>Name of Hirer</b> (must be over 18 years)		<b>Contact Telephone</b> Number(s):	
<b>Organisation:</b> (if applicable)			
<b>Address of Hirer/Organisation:</b>			

**By signing this contract I agree to the following;**

**I have read the *Safeguarding, H&S, First Aid & the GDPR Policy* and agree to all the *full terms and conditions***

(available on the website or a hardcopy to be given if requested).

**Print Name** \_\_\_\_\_

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_