 Hiring Application

Send an application to Email Address:           [hallbookings@westleywaterless.com](mailto:hallbookings@westleywaterless.com)

I hereby make application to hire Westley Waterless Village Hall for the purpose of:

Function: ………………………………………………………………………………..

Date: ……………… Time from:…………….. Time to:…………………….

**Hire Rates:**

* WW village residents @ £12.00 per hour. Non-WW village residents @ £15.00 per hour
* Minimum hire of 3 hours. Ie: Minimum charge of £36 to WW village residents, £45 to non-WW village residents
* If the event should run over the allotted times above, an invoice requiring immediate payment will be sent out after the event.
* If the hall is not left clean and tidy a cleaning bill of £30 will be charged.

**Payment terms:**

* Hire fee to be paid at least 7 working days before the date of the booking

I have made a bank transfer to the Westley Waterless Village Hall bank account (details

below) for the stipulated fee of £…………………

Account Name: Westley Waterless Village Hall

Bank: Barclays Bank Account Number: 80955361 Sort Code: 20-60-38

 I agree to pay the cost of making good any damages incurred during the Hiring howsoever caused. I further undertake not to sub-let the premises and agree to leave the premises in a **clean and tidy condition**. Please note that once the existing outside refuse bin has been filled any further rubbish **must** be taken away from the site.

I understand that all music must cease by 11:30pm and the Hall vacated and quiet before midnight.  *NB: The music licence is for the Hall only.*

**By my signature below I accept that I have read and understand the Terms and Conditions of Hire as found on the Westley Waterless Village Hall website:** [**www.westleywaterless.com/hall**](http://www.westleywaterless.com/hall)

Signed: …………………………………………………………… …….Date:……………………………………

 Name (print): ……………………………………………………………………………………………………….

 Address: ………………………………………………………………………………………………………………….

……………………………………………………………………………. Postcode:………………………………….

Email address:………………………………………………… Tel Number:……………………………..