

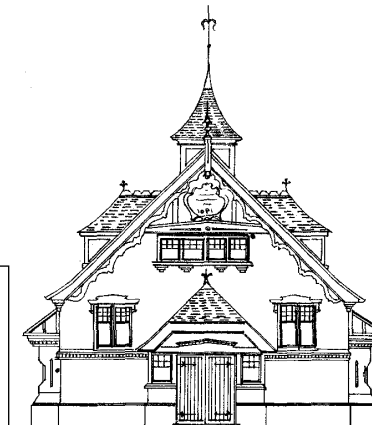
# Mickleham Village Hall

Registered Charity 243405

Dell Close, Mickleham, Dorking RH5 6EF

Day & date of hire : \_\_\_\_\_

# HIRING AGREEMENT FOR CHAIRS & TABLES



## CONDITIONS OF HIRE

**Full online payment ( inc. £50 Deposit ) to be made when submitting this form.**

Pay CAF Bank:- A/c Name: Village Hall Mickleham

A/c No: 00005176 Sort Code: 40-52-40

To facilitate online Deposit Refund please supply your bank details below.

Hirer: Bank A/c name: \_\_\_\_\_

A/c Number: \_\_\_\_\_ Sort Code \_\_\_ / \_\_\_ / \_\_\_

- The period of hire is one day. All items to be collected and returned at agreed times. Unless otherwise instructed, they must be returned to the storeroom and stacked tidily in the prescribed manner. Hirers must provide their own transport.

- All breakages or losses must be paid for at cost. (For items taken away from the hall, the hirer should consider insuring them for the period of hire.)
- All items must be returned in a clean condition.

***Because people hiring the hall have priority for the chairs and tables, the management committee can give no more than one month's guarantee that the chairs and tables will be available for hire to an outside party.***

I have read and accept the Conditions of Hire

Signed \_\_\_\_\_ Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Name: PLEASE PRINT \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number(s): \_\_\_\_\_

Email: \_\_\_\_\_

## ITEMS REQUIRED

\_\_\_\_\_ Chairs @ 50p each \_\_\_\_\_

\_\_\_\_\_ Tables @ £2 each \_\_\_\_\_

Total cost \_\_\_\_\_

The committee agrees to permit the hirer to take away the items listed above for the agreed period in accordance with the Conditions of Hire.

\_\_\_\_\_  
On behalf of the Mickleham Village Hall Trustees

Confirmation date : \_\_\_\_/\_\_\_\_/\_\_\_\_

TABLE NUMBERS - list here the number on each table taken:

For official use only:

Cheque: £ \_\_\_\_\_  Payment  Deposit

Collection Date: \_\_\_\_\_ Time: \_\_\_\_\_

Return Date: \_\_\_\_\_ Time: \_\_\_\_\_

Checked Deposit \_\_\_\_\_

Please return this form & cheque to: Deanna Darnell, Flat 3 The Almshouses, Byttom Hill, Mickleham, Dorking RH5 6EN

Please contact her (07790 941601) to arrange the times for collection etc.