



St. Andrew's, Alresford

Rector: Rev Andrew Fordyce

St Andrew's Church & Hub: HIRE AGREEMENT

The hirer should ensure that they have read and understood the attached St Andrew's Church & Hub Letting Policy & Hire Charges, BEFORE filling in the details below.

Name of hirer (Individual).....

Name of organisation (if applicable).....

Organisation's authorised representative.....

Address

Telephone (home).....(work).....

E mail address.....

(Person signing must be 18 years of age or above).

Occasional Users Only

I request the hire of St Andrew's Church/Hub (Please delete as appropriate)

on.....(Date)

From..... Until.....

Length of time must allow for preparation and clearing up.

Hiring Fee (payable on booking).....

Regular Users Only

I request the hire of St Andrew's Church/Hub (Please delete as appropriate) on the following dates:

.....

Times required.....

(Including preparation and clearing up)

Do you wish to continue during school holidays? Yes/No

Hiring Fee to be paid monthly in arrears.

Both occasional and Regular Users

Purpose of hiring.....

Commercial /Individual/Community Use (Please delete as necessary)

Approximate number of people expected at the event.....

All cheques should be made payable to ALRESFORD PCC. Thank you.

I declare that I have read and understood the St Andrew’s Church & Hub Letting Policy & Hire Charges, and agree that they shall form part of the terms of this agreement.

I also declare that the information I have given in this agreement is correct to the best of my knowledge and I acknowledge that any misstatement or misrepresentation will invalidate the agreement.

..... Date.....
Signed by the individual named overleaf.

The committee agrees to permit the Hirer named overleaf to use the premises on the dates detailed, on the understanding that all the special conditions are adhered to at all times.

.....Date.....

Signed on behalf of St Andrew’s Church by:

Name.....

Address.....

TelephoneE mail.....