

TINGEWICK VILLAGE HALL

LETTINGS FORM FOR OCCASIONAL HIRERS

FORM A

Hirer Details

Date of application:

Organisation:

Named Person:

Address:

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Telephone No:

Mobile No:

Email:

Function Details

Date of hire:

Type of function:

Start time: End time:

Vacated by:

Charges

Hiring fee: Hall

£.....

Hiring fee: Committee Room

£.....

Alcohol Deposit

£.....

£.....

Total hiring fee:

Fee payable in **CASH or CHEQUE** made payable to:-
Tingewick Village Hall Committee

The Village Hall has a Premises Licence authorising the following regulated entertainment and licensable activities at the times indicated. Please confirm which licensable activities will take place at your event.

Activity	The hall is licensed for	Times for which the activity is licensed	Indicate the activities at your event
a) The performance of plays	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
b) The exhibition of films	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
c) Indoor sporting events	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
d) The performance of live music	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
e) The playing of recorded music	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
f) The performance of dance	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
g) Entertainment similar to those in a - f	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
h) Making music	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
i) Dancing	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
j) Entertainment similar to those in h – i	YES	08.00 – 24.00 hrs. (Sunday: 23.00)	
k) Provision of hot food/drink after 11pm	NO	Not permitted	
l) The sale of alcohol	YES	12.00 – 24.00 hrs (Sunday 23.00)	

If you have indicated above that alcohol will be available, you will need to complete **Lettings Form B** for a bar to be arranged with the Village Hall's Designated Premises Supervisor.

Hire is subject to the "Special Conditions" overleaf and the Village Hall's "Standard Condition of Hire", a copy