

Jubilee Hall Management Committee
Jubilee Hall, Church Street,
Winsham, Somerset
Registered Charity No.246762

Booking Secretary: Sandy Wells, The Old King's Arms, Church Street,
Winsham, TA20 4HU. Tel: 01460 30579

Agreement for the hire of Jubilee Hall

THIS AGREEMENT is made between the COMMITTEE and the HIRER named below whereby in consideration of the sum(s) mentioned:

A.THE COMMITTEE agrees to permit the HIRER to use the premises for the purpose and for the period(s) all described below, subject to the conditions specified.

Details of Hirer

Organisation:.....

Representative:.....

Address:.....

.....Tel. No:.....

E-Mail Address.....

Address for invoice (if different from above):.....

.....

Purpose of Hiring:.....

Date/s of hire:..... Hours:.....

Do you intend to sell or serve alcohol? If yes give details:.....

Do you intend to sell/ distribute food other than Biscuits &Cakes?.....

Do you intend to play recorded music?.....

Do you intend to show films?.....

Do you wish to use to use the P/A System or Digital Projector?.....

Key Availability.....

Rooms and facilities to be hired	Rate	Hours	Total
Whole Building			
Main Hall, Committee Room & Kitchen			
Main Hall only			
Committee Room & Kitchen			
New Meeting Room			
PA System			
Digital Projector			
Garden			
Supplements: Cooking: Alcohol:			
Maintenance Donation			

Refundable deposit £ _____

Total hire charge £ _____

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

Activity	Jubilee Hall is licensed for:	Indicate activities to take place at your event, and at what time
A/Performance of plays	Yes	
B/Exhibition of films	Yes	
C/Indoor sporting events	Yes	
D/Boxing or wrestling entertainment	No	
E/Performance of live music	Yes	
F/Playing of recorded music	Yes	
G/Performance of dance	Yes	
H/Entertainments similar to above (A-G)	Yes	
I/Making music	Yes	
J/Dancing	Yes	
K/Entertainment similar to above (I-J)	Yes	
L/Provision of hot food/drink after 11.00pm	No	
M/The sale of alcohol	No	

In order to hold a licensable activity not covered by the Village Hall's Premises Licence a Temporary Event Notice (TEN) will need to be given to the licensing authority. This must be done at least ten days before the event. The Hirer shall obtain the written consent of the management committee on the form provided for this purpose before giving the licensing authority a TEN. Failure to do so will result in cancellation of the hiring without compensation because there is a regulatory limit on the number of Temporary Event Notices that can be granted annually for the premises.

1. If you answer yes to item M above, you will need to seek written permission from the Jubilee Hall Booking Secretary for a Temporary Event Notice for the event. A separate form detailing the event may be required.
2. When a licensable event is to be held for which the premises are not licensed (perhaps for showing a film or playing recorded music), the hirer shall be responsible for obtaining such authorization as may be needed.
3. The Hirer, or representative, will be present during the full Hiring period, and ensure full compliance with this agreement
4. The Hirer agrees to give access to the Jubilee Hall's authorised representative during the hiring if requested, and to comply fully with this Hire Agreement.
5. It is agreed that the Standard Conditions of Hire together with any Special Conditions of Hire shall form part of the terms of this Hiring Agreement unless specifically excluded by agreement in writing between the Jubilee Hall and the Hirer.

6. None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.

B. THE HIRER agrees with the COMMITTEE to observe and perform the provisions and stipulations contained herein or referred to in the Committee's 'Conditions of Hire' and the 'Guide to Hirers' together with any special conditions, which may be annexed hereto.

Signed by named Representative of Hirer

..... **Date**.....

Signed on behalf of Winsham Jubilee Hall Management Committee

.....**Date**.....

The following Annexations and Appendices are part or may be appropriate to this agreement: -

1. Standard Conditions of Agreement.
2. Special conditions applicable to this agreement.*
3. Application for consent for a Temporary Events Notice.*
4. Hirers Guide to the use of the Jubilee Hall.

* These items may be excluded if not relevant to this Agreement

JHBF07/07