



# Church Hall Hiring Agreement

THIS AGREEMENT is made on day of \_\_\_\_\_ 20\_\_\_\_ BETWEEN THE PAROCHIAL CHURCH COUNCIL OF **All Saints', Highgate** ("the PCC") and the person(s) or body named below ("the Hirer") whereby in consideration of the sum(s) mentioned in paragraph 4 below:

A. The PCC agrees to permit the Hirer to use the premises/part(s) of the premises designated in paragraph 3 for the purposes and period(s) and at the hiring fee specified below:

I. Purpose of Hiring:

2. Period of Hiring:

Date(s): \_\_\_\_\_ 20\_\_\_\_ (to \_\_\_\_\_ 20\_\_\_\_)

Hours: From \_\_\_\_\_ To \_\_\_\_\_

3. Description of Room/Facilities to be hired (either Hall, Church, or Both):

4. Total Hiring Fee

\_\_\_\_\_

Less deposit received (1/3 of total)

\_\_\_\_\_

Balance

\_\_\_\_\_

Payable on or before (date of hire)

\_\_\_\_\_ 20\_\_\_\_

PCC's authorised representative:

Jean Johnson

Address: Flat 1, Olisa Ct, 446 Archway Rd N6 4JH

Tel No: 07539227703 E-mail: .NA

B. THE HIRER agrees to observe and perform the provisions and stipulations contained or referred to in the PCC's Condition of Hire for the time being in force.

5. Hirer .....

Organisation (if applicable).....

Address.....

.....Tel No:..... E-mail .....

#### **CONDITION OF HIRE**

1. THE HIRER shall pay as a deposit at least one third of the cost of the booking. Such deposit shall only be refundable to the Hirer in the event of the PCC cancelling the booking. The PCC reserves the right to cancel the booking if exceptional unforeseen circumstances arise.

2. THE HIRER shall pay the balance of fees due before the conclusion of the booking, as may be directed by the PCC. If the Hirer wishes to cancel the booking and the PCC is unable to arrange a replacement booking, the PCC may at its absolute discretion refund the fees (less the deposit) but shall be under no obligation to do so. In the event of the PCC cancelling the booking all fees (including the deposit) paid by the Hirer shall be refunded.

3. THE HIRER shall during the period of hiring, be responsible for supervision and security of the premises, protection of the building, fittings and contents from the damage, and the behaviour of all persons involved in the event.

4. The HIRER shall ensure that the building is left in a clean state and that all rubbish created during their use is properly disposed of in the bins available (inside and outside).

5. THE HIRER shall be responsible for obtaining any local authority or other licences necessary in connection with the booking,.

6. THE HIRER shall be responsible for making adequate arrangements to insure against any third party claims which may lay against the Hirer or his/her organisation whilst using the premises.

7. THE HIRER shall be responsible for the observance of all regulations affecting the premises imposed by the Licensing Justices, the Fire Authority, Local Authority or otherwise.

8. THE HIRER shall not sub-let or use the premises for any un-lawful purpose or in any un-lawful way or do anything or bring on to the premises anything which may endanger the premises their users, or any insurance policies relating thereto.

9. THE HIRER shall indemnify the PCC in respect of the cost of repair of any damage done to any part of the premises including the curtilage thereof or the contents of the building during or as a result of the booking and in respect of any liability to third parties or otherwise arising out of the use of the premises pursuant to the booking.

10. THE HIRER shall, if selling goods on the premises, comply with all relevant fair trading laws and any local codes of practice issued in connection with such sales.

11. THE HIRER acknowledges that no tenancy is intended to be created between the PCC and the Hirer and no relationship of landlord and tenant exist between them.

AS WITNESS the hands of the parties hereto

SIGNED

by the person named in paragraph 5 of the hiring agreement, on behalf of the PCC.

.....  
.....

SIGNED

by the person named in paragraph 6 of the hiring agreement, on behalf of the Hirer

.....  
.....