

AGREEMENT FOR THE HIRE OF ST JOHN'S COMMUNITY HALL, KILLINGWORTH

Name of hirer or hiring organisation:

Dates and times of booking required:
.....

Contact details of person booking the Hall:

Name

Address

.....

.....

e-mail

Tel:

I agree to these details being kept in accordance with the Data Protection Act.

You should be insured for the proposed activities

Name of insurer:

Policy No:

Amount of liability covered: £

If the organisation works with children, young people or vulnerable adults you must have your own Safeguarding Policy, or adopt the Church Safeguarding Policy.

All those working with children, young people or vulnerable adults are required to hold a current DBS check.

All bookings are required to complete a Risk Assessment.

If you serve refreshments, all those preparing or serving food should be aware of Food Safety & Hygiene Regulations.

Please note that while St John's makes every effort to ensure the safety of all who use its premises, you and/or your organisation will be solely responsible for the premises, personnel and all activities during the period of the booking.

I make application for the use of the premises as set out above and agree to abide by the Conditions of Hire, a copy of which I have received and read.

On behalf of my organisation, I accept liability for the property, personnel using the property and all activities during the period of the booking.

Signed: (the hirer)

Date:

Signed: (on behalf of St John's)

Date: