

South Woodham Ferrers Playing Field Committee Hiring Agreement

Dated

Parties

South Woodham Ferrers Playing Field Committee Hirer
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- I. South Woodham Ferrers Playing Field Committee (“committee”) manages South Woodham Ferrers Village Hall Playing Field including its changing Rooms.
- II. The person or organisation named in clause 1.3 (“Hirer”).

AGREED as follows:

- 1. In consideration of the hire fee described in clause 1.4, the Committee agrees to permit the Hirer to use the premises described in clause 1.5 for the purpose described in clause 1.6 for the period(s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.6 below and the answers to the questions in sub-clauses 1.7 and clause 2 are terms of this agreement. This Hiring Agreement includes the annexed Standard Conditions of Hire and any Special Conditions of Hire.

1.1 Date(s) required:

Day(s)

Month

Time required (Hours)

From

Preparation

South Woodham Ferrers Playing Field Committee Hiring Agreement

1.2 South Woodham Ferrers Playing Field Trust

(a) Registered Charity No.

208767

(b) Authorised Representative

Mr Kenny Bentham

Telephone Number

07923 134493

Email

email@swfplayingfield.co.uk

Address

27 Downleaze
South Woodham Ferrers
Essex
CM3 5SN

1.3 Hirer:

(a) Name

(b) Organisation

(c) Name of Organisation's Authorised Representative

Telephone Number

Email

Address

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1.4 Hire Fee

£

Deposit

£

The Hirer may be asked to pay as deposit at least one third of the cost of the booking. The balance of the booking fee to be paid before the conclusion of the event for which the premises are hired (the deposit having been paid when the agreement is signed).

Balance

£

Special deposit

The Hirer may be asked to pay a special deposit. This deposit will be refunded within 28 days of the termination of the period of hire provided that no damage or loss has been caused to the premises and/or contents nor complaints made to the committee about noise or other disturbance during the period of the hiring as a result of the hiring.

Special Deposit Payments made by cheque should be made at least five working days in advance of the event in order that the payment can be cleared and returned if all is well.

New hirers or occasional hirers are required to pay for their hire, in full, before their hire. Those wishing to pay by cheque should do so at least five working days in advance of the event in order that their payment can be cleared.

Commercial Use?

Note to commercial hirers:

South Woodham Ferrers Playing Field is a trust registered with the Charity Commission for the purposes of administering the Village Hall Playing Field. The management committee is bound to ensure that the field is administered in accordance with those trusts. Accordingly the committee is bound to preserve and hereby reserves the right to terminate this Agreement by not less than 7 days' notice in writing to the Hirer in the event of the field being required on the same date/time for the fulfilment of its charitable purposes. In the event of such termination, the committee shall refund to the Hirer all monies paid by the Hirer to the committee. The committee shall not however be liable to make any further payment to the Hirer in respect of expenses, costs or losses incurred directly or indirectly by the Hirer in relation to the termination.

1.5 Premises

Playing Field

Changing Rooms

1.6 Purpose/description of hiring

What is the purpose of your event

Will tickets be sold for your event?

Is food to be provided at the event?

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1.7 The Village Hall Playing Field does not have any License authorising regulated entertainment or licensable activities.

1.8 Will alcohol will be available at your event?

If you answer yes to the above question, you will need to seek written permission from the Village Hall management committee.

2 The Hirer agrees not to exceed the maximum permitted number of people per facility, including the organisers/performers.

Facility		Max.Occupancy (Persons)
a	Playing Field	N/A
b	Changing Rooms	40

Please indicate the expected occupancy during the hire below.

Facility		Occupancy (Persons)
a	Playing Field	
b	Changing Rooms	

2.1 The Hirer shall obtain the written consent of the management committee before giving the licensing authority a Temporary Event Notice (TEN). Failure to do so will result in cancellation of the hiring without compensation because there is a limit on the number of TENs which can be granted annually for the committee's premises. Lack of co-operation could affect future fundraising by the field management committee and local voluntary organisations.

2.2 The Hirer agrees with the committee to be present (by its authorised representative, if appropriate) during the hiring and to comply fully with this Hire Agreement.

2.3 It is hereby agreed that the Standard Conditions of Hire together with any additional conditions imposed or that the management committee deem necessary shall form part of the terms of this Hiring Agreement unless specifically excluded by agreement in writing between the management committee and the Hirer.

2.4 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.

As Witness the hands of the parties here to:

Signed by the person named at 1.2(b) above, duly authorised, on behalf of South Woodham Playing Field's Management Committee

Signed by the person named at 1.3(a) above or at 1.3(c) above, duly authorised, on behalf of the organisation named at 1.3(b) above, where applicable.

Please type your name in the box

Please tick this box to show you agree be bound by this agreement