

**THE CHURCH HALL, BOW BRICKHILL
CASUAL HIRE AGREEMENT**

I/we _____ on behalf of _____ (organisation where relevant)

agree to hire the Bow Brickhill Church Hall all on _____ (date) from _____ to _____ (hours)

at a rate of _____ per hour

Charges: £8 (October to March) / £6 (April to September) per hour.

Note: 15 minutes extra at the beginning and at the end is allowed free for setting up. The £8 rate is to offset the cost of heating, therefore if heating is used during the April to September period the £8 rate will be applicable. Hirers should have their own insurance cover.

Please arrange for the hall to be unlocked or to pick up a key in advance of your hiring, as failure to do so may result in the facilities being inaccessible.

I agree to the following conditions:

- The hall must be left in a clean and tidy condition after use.
- Setting up and clearing up time must be included in the hiring time (except for 15 minutes either end of the booking).
- Heating, if used must be switched to the AUTO position on completion (frost protection).
- After the hiring is finished the key should be returned to : Andy Malleson, 8 London End Lane, Bow Brickhill (01908 372376).
- To park responsibly and leave the area quietly, bearing in mind the requirements of local residents. There is a car park at the end of Parkway (down to the bottom of the hill, turn right, first right, drive to the end - MK17 9JZ)

Telephone no. of hirer _____ Email _____

Address of hirer _____

Signature of hirer _____ Date _____

Please make cheques payable to **"Bow Brickhill Parish Church"**

For office use

Letting completed _____

Amount hirer paid £ _____

All Saints Church Hall, Church Road, Bow Brickhill MK17 9LH
Contact: A Malleson, 8 London End Lane, Bow Brickhill MK17 9LE andy@bowbrickhill.com tel. 01908 372376