

CORBRIDGE COMMUNITY HUB HIRE AGREEMENT

DATE:

This Agreement is made between (1) Corbridge Community Partnership (CCP) and (2) 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, CCP 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 question in sub-clause 1.7 are terms of this agreement. This Hire

Agreement includes the annexed Standard Conditions of Hire and the Special Conditions of Hire (if any) set out in the attached Schedule. You must read the separate Conditions of Hire document and fully adhere to it.

1.1 Date(s) required	Day(s)	Month(s)
Start time	Finish time	Preparation time
1.2 Corbridge Community Partnership (Charity No. 1203377) Address: Princes Street, Corbridge NE45 5DB Authorised Representative: Margaret Henderson Email: margarethhenderson600@gmail.com Contact telephone number: 07714 613204 Facilities Manager: Ian Wylie Email: ian.wylie@btconnect.com Contact telephone number: 07768 577277		
1.3 Hirer: Name of Organisation: Name of Authorised Representative: Address Email Contact telephone number		

1.4 Hire Fee:	£20.00 per hour	Deposit paid £	Balance to pay: £		
The Hirer shall pay as deposit at least one third of the cost of the booking. The balance of fees is payable on or before the conclusion of the event for which the premises are hired (the deposit having been paid on the signing hereof).					
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 CCP about noise or other disturbance during the period of the hiring as a result of the hiring.					
1.5 Premises	Main Hall	Yes/No	Meeting Room	Yes/No	
			Kitchen	Yes/No	
1.6 Purpose/description of hiring					
Any Special requests or requirements (e.g. equipment required, storage of equipment:)					
Will this be a public/private event?					

2. **Consumption of alcohol is not normally permitted at the premises and requires specific permission. The sale of alcohol is not permitted.**

3. The Hub holds a Music Licence. This does not cover commercial hiring. (e.g. aerobics classes)

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

5. It is hereby 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 CCP 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.

Note: In signing the below you confirm that you have read our separate Conditions of Hire document and will fully adhere to it. Including in relation to our Safeguarding Policy. If you have a Safeguarding Policy of your own you must provide it to us for inspection. All of our policies are available to view via the 'About' page on our website at corbridgecommunitypartnership.org and can also be provided on request.

Signed by the person named at 1.3 above, duly authorised, on behalf of the organisation named at 1.3 above, where applicable :

HIRER'S SIGNATURE

Signed by the person named at 1.2 above, duly authorised, on behalf of the CCP Management Committee:

CCP REPRESENTATIVE'S SIGNATURE