



# St Bees Village Hall Hiring Agreement

( Charity Number 1059041 )

2 Finkle Street, St Bees, Cumbria, CA27 0BN

Hirer Responsible Person.....

Contact details - address.....

contact phone number .....

contact email.....

Title for the Hire event .....

Number of people expected to attend this event.....

Date of initial Hire .....	Regular hire event .... Yes... No
Specific hire time – From ..... to .....	Frequency of hire .....
<i>(prep &amp; post clean-up times of 30 minutes are included)</i>	.....
<i>If longer times are required please include this in your Hire period</i>	<i>(state how often or Block booking)</i>

*Please tidy up and remove all rubbish – clean ups by the VHMC will be charged.*

### Facility requirements:

**Room required:** Ground floor hall.....1<sup>st</sup> Floor hall.....1<sup>st</sup> Floor committee room.....1<sup>st</sup> Floor rear room.

Do you require tables and chairs layout... Yes....No.... *if yes then setup by self* or required by the Hall

Are you bringing/preparing food and using the kitchen facilities/crockery/utensils .....Yes.....No

Do you require teas/coffee/biscuits to be provided.....Yes.....No

Do you require the provision of a bar to supply alcohol.....Yes.....No

Do your require use of the TV or stage sound system.....Yes.....No

Will you be wanting to install your own decorations.....Yes.....No

(Exceptional special request - do you wish to bring your own alcoholic drinks ie BYO event.....Yes.....No)

*(please circle your requirements to ALL questions)*

*This section completed by Village Hall Trustee:-*

*Hire Fee .....to be paid ..... per event.....per week.....per month - in advance*

- *Cash to the Booking Secretary*
- *Cheque to the Booking Secretary – (Cheques payable to St Bees Village Hall Management Committee)*
- *BACS transfer – (to Sort Code 01-09-54 & account no. 83713166 with Ref. Event “short title name”)*

Signed by Hirer Responsible Person .....Date .....

*(I affirm I have read and understood the terms and conditions of hire on the SBVH website)*

Signed on behalf of SBVH .....Date.....

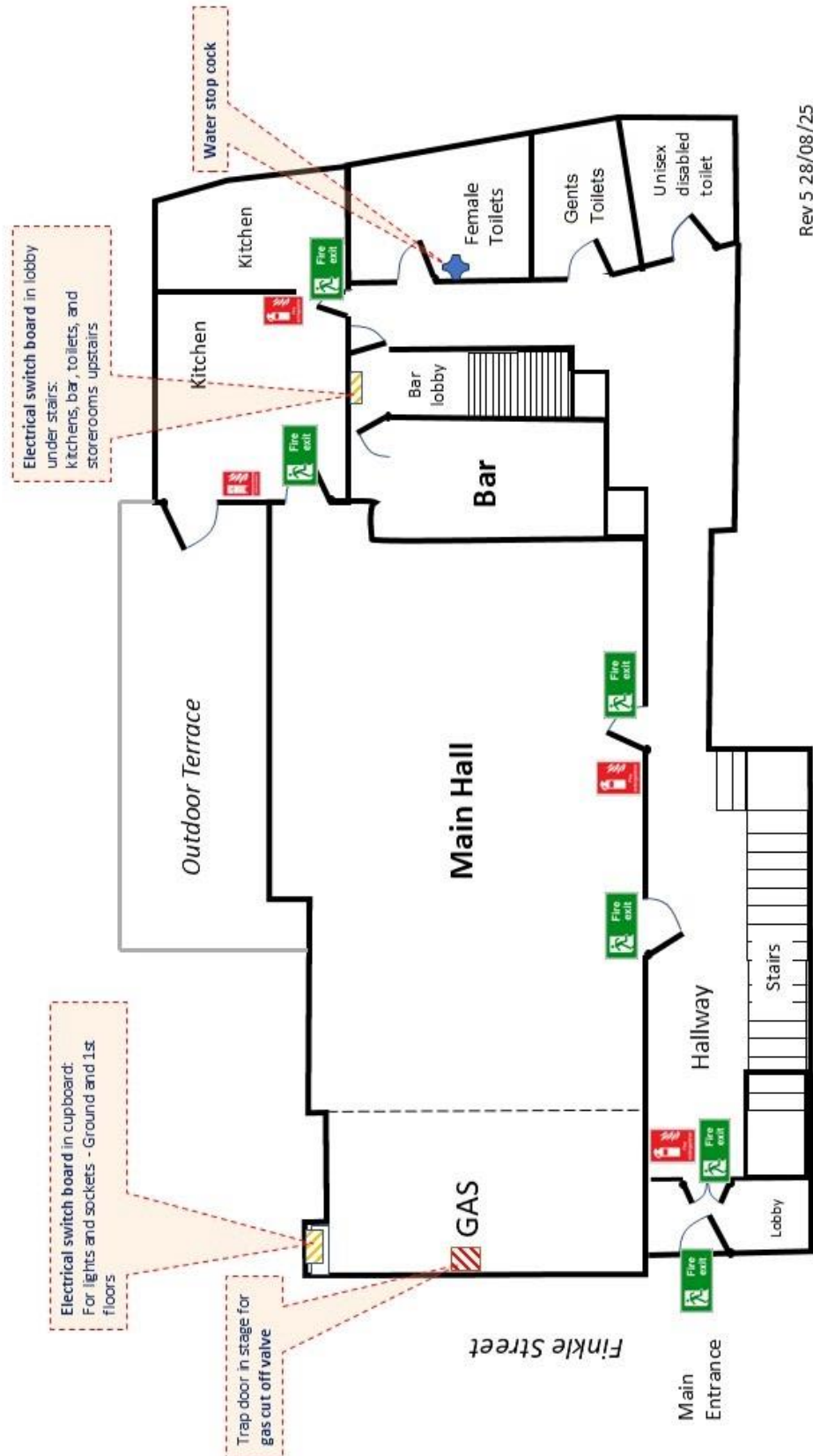


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## St Bees Village Hall - Fire Fighting/Gas/Electrical – Ground Floor



Rev 5 28/08/25