

## CHILTON VILLAGE HALL & COMMUNITY ROOM BOOKING FORM

COMPLETION OF THIS FORM DOES NOT IMPLY THE EXISTENCE OF AN AGREEMENT. CONFIRMATION OF AN AGREEMENT WILL BE FORWARDED BY THE CHILTON VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC) IF THIS APPLICATION IS APPROVED.

*THE CVHMC RESERVE THE RIGHT TO REFUSE ANY APPLICATION.*

I wish to hire Chilton Village Hall or Community Room in accordance with the Standard Conditions of hire and the Schedule of Special Conditions (see separate document on website).

NAME: .....

ADDRESS: .....

..... POST CODE: .....

TELEPHONE NO: ..... E-MAIL: .....

ORGANISATION: .....

PURPOSE OF HIRE: .....

*(Dance, party, meeting etc.)*

DATE OF HIRE: ...../...../..... FROM: ..... TO: .....

I will require\*: COMMUNITY ROOM / VH MAIN HALL / VH SMALL HALL / VH MEETING ROOM / VH WHOLE VENUE

*\*Please mark/delete as required*

Commercial hirers are reminded that they must provide Public Liability insurance (£5,000,000 minimum indemnity).

**NOTE: If alcohol is to be sold it is the hirer's responsibility to ensure that the person providing this service has the appropriate Temporary Event Notice obtainable from Vale of White Horse District Council. Hirers may be requested to show proof of the relevant documentation. It is also required that the licensee should display a current price list.**

NAME & ADDRESS OF LICENSEE (Alcohol): .....

I enclose the **FULL HIRE FEE PLUS £50 DEPOSIT** (cheques made payable to CHILTON VILLAGE HALL MANAGEMENT COMMITTEE). All moneys will be returned if this application is not approved. Please include 30 minutes set up/tidy up time either side of your booking within your hire time i.e. for 2 hour children's party the minimum slot is 3 hours.

Regular hirers may pay their fees by arrangement with the Treasurer but should note that a single deposit of £50 will be retained until such time as their hire is terminated.

SIGNATURE: ..... DATE: ...../...../.....

For Bookings Contact: **Sharon Scott: [bookings@chiltonvillagehall.co.uk](mailto:bookings@chiltonvillagehall.co.uk), 07920 763231**

Please Return Completed Form, Fire Form and Payment to: **Andrew Coate, 18 Chilton Field Way, Chilton, Didcot, OX11 0SZ**

Chilton VH/CR hire charges from 01/04/2018 (All rates are per hour, fractions of hours will be charged at the full hour rate)	Village Hall - Whole Building (per hour)	Village Hall - Main Hall (per hour)	Village Hall - Small Hall (per hour)	Village Hall - Meeting Room (per hour)	Community Room (per hour)
Regular Village Hirers	£30.00	£11.00	£11.00	£8.00	£9.00
Casual Village Hirers (for one-off events)	£35.00	£13.00	£13.00	£9.00	£11.00
Regular Non-Village Hirers	£39.00	£15.00	£15.00	£9.00	£13.00
Casual Non-Village Hirers (for one-off events)	£46.00	£19.00	£19.00	£10.00	£16.00
<b>DAILY RATE [Non Commercial] (9am to 12 midnight)</b>	£175.00				£125.00
<b>DAILY RATE [Commercial] (9am to 12 midnight)</b>	£275.00				£250.00
<b>WEDDING WEEKEND RATE - Friday lunchtime to Sunday morning (Subject to Availability) -Village Hirer</b>	£250.00				
<b>WEDDING WEEKEND RATE - Friday lunchtime to Sunday morning (Subject to Availability) - Non-Village Hirer</b>	£300.00				