

Booking form for Ainsdale Methodist Church Buildings.

Dated: _____ 201 (insert the date by hand once the agreement is signed by both parties)

Parties

- (1) The managing trustees named in clause 1.1 below (**Managing Trustees**)
- (2) The person(s) or organisation named in clause 1.2 below (**Hirer**)

AGREE AS FOLLOWS:

1. In consideration of the Hire Fee described in clause 1.3 below and subject to the Hirer's obligations under clauses 2 and 4, the Managing Trustees permit the Hirer to use the Premises described in clause 1.4 below for the purposes of the Event described in clause 1.5 below for the Hire Period described in clause 1.6 below.

1.1 The **Managing Trustees** are:

Gordon Jackson and Ted Taylor Church Property Stewards

for themselves and others the members of the Ainsdale Methodist Church 688 Liverpool Road Southport PR8 3NQ which expression shall include their successors from time to time ascertained in accordance with the provisions of Part II Schedule 2 to the Methodist Church Act 1976.

1.2 The **Hirer** is:

_____ (full name of person hiring the Premises)

_____ (name of organisation)

of _____ (contact address)

Telephone Number: _____

Email address: _____

1.3 The **Hire Fee** is: £ per hour

£ in total

1.4 The **Premises** are: _____

_____ (description of room(s) to be hired)

1.5 The **Event** is: _____ (please describe event e.g. "birthday party" or "meeting")

1.6 The times of hire (**Hire Period**) are:

Date: _____ 201__

From: _____ am/pm until _____ am/pm
(please include sufficient time for preparation and clearing up)

2. The Hirer agrees to observe and perform the conditions provisions and stipulations contained or referred to in the Standard Conditions of Hire and any Special Conditions of Hire set out in Schedules 1 and 2.

3. The Hirer and the Managing Trustees agree and declare that the terms defined in clause 1.1 to 1.6 above have the meanings defined therein when used in the Standard Conditions of Hire and any Special Conditions of Hire. The following terms used in the Standard Conditions of Hire have the meanings set out below:

3.1 **Agreement:** this agreement, the Standard Conditions of Hire and any Special Conditions of Hire.

3.2 **Building:** the land and building of which the Premises form part including any Facilities.

3.3 **Cautionary Deposit:**¹ £ _____

3.4 **Deposit:** £ _____ *(being at least one third of the Hire Fee)*

3.5 **Facilities:** the following facilities in or upon the Building that can be used by the Hirer during the Hire Period:

	<i>Please tick if facilities available for use</i>
Toilets	
Kitchen	
Other	

3.6 **Safeguarding Policy:** the safeguarding policy of the Ainsdale Methodist Church may be viewed on their website www.AinsdaleMethodistChurch.org.uk

4. The Hirer agrees with the Managing Trustees to be present (or to procure that its authorised representative is present in the case of an organisation) during the Hire Period to supervise the Event and to ensure full compliance with the terms of this agreement.

5. The Hirer confirms that they have read in full the church hiring terms and condition and safeguarding policies and warrants that they will personally ensure adherence to both.

6.

SIGNED by: _____
(Managing Trustee)

SIGNED by: _____
(Hirer)

¹ Such sum is paid by the Hirer to cover the cost of repair or replacement if any damage or breakages occur during or as a result of the Event. This sum of money is then refunded or retained under standard condition 1.3 at the Managing Trustees' absolute discretion.

