

PLEASE SIGN AND RETURN ONE COPY WITH DEPOSIT TO SECURE BOOKING



## HIRE AGREEMENT

Hiltingbury Community Association  
The Hilt, Hiltingbury Recreation Ground, Hiltingbury Road, Chandler's Ford. SO53 5NP  
Registered Charity Number: 1089482

This agreement is made between Hiltingbury Community Association and the Hirer named below. In consideration of the sum(s) mentioned, The Association agree to permit the Hirer to use the rooms listed for the purpose and for the period(s) described below and under the Terms and Conditions of Hire.

| <b>HIRE DETAILS</b>           |               |
|-------------------------------|---------------|
| Hirer's Name:                 | Hire Date(s): |
| Organisation (if applicable): | Rooms:        |
| Address:                      | Hours:        |
| Telephone:                    | Purpose:      |
| Email Address:                |               |

| <b>PAYMENT DETAILS</b>   |                 |   |
|--|-----------------|---|
| <b>Item</b>  | <b>Amount £</b> | <b>Notes</b>  |
| a. Hire Fee *  |                 |   |
| b. Payment/Deposit   |                 | Payment/deposit to be remitted with this signed document to secure the booking. |
| c. Outstanding Balance of Fees   |                 | Payable no later than 14 days before the Hire Date.                             |
| d. A security payment may be requested for evening events. This will be returned to the Hirer, less any sums (to be determined by the committee) in respect of damage or breach of any of the contract terms detailed on the Terms and Conditions of Hire. |                 |   |
| * Cheques should be made payable to Hiltingbury Community Association  |                 |   |

|   |   |
|---|---|
| <b>THE HILT IS LICENCED FOR:</b>  | Indicate activities to take place at this event |
| The performance of plays  |   |
| The performance of films  |   |
| Performance of live music   |   |
| Making music  |   |
| Dancing   |   |
|   |   |
| HCA approval and a TEN licence will be needed if alcohol is being sold to adult users of the building |   |

|  |   |
|--|---|
| <b>SIGNATURES</b>  |   |
| <b>HIRER</b>   | <b>COMMITTEE'S AUTHORISED SIGNATORY</b> |
| I declare that the information given above is complete and accurate and I agree to be bound by the attached Terms and Conditions of Hire |   |
| Signed:  | Signed:                                 |
| Name (please print):   | Name (please print):                    |
| Date:  | Date:                                   |

**Hiltingbury Community Association**  
**The Hilt, Hiltingbury Recreation Ground, Hiltingbury Road, Chandler's Ford. SO53 5NP**  
**Telephone: 023 8027 1609**  
**Email: enquiries@thehilt.org.uk**