EAST STOUR VILLAGE HALL

Location: Back Street, East Stour, Gillingham, Dorset SP8 5JY *(no post box)*
Post to: Mrs S Squire, 12 Witch Close, East Stour, Gillingham, Dorset SP8 5LB
Registered Charity no. 301127

APPLICATION FORM / HIRING AGREEMENT

Person Responsible (min 18 years of age)

Address and Postcode

Telephone Numbers (incl. Mobile)

Hiring Organisation (if any)

Day and Date Required

Times - **From:** Opening Hall **To:** Locking Up After Event

Purpose of Hiring

Approx. Number of People Attending

Will Alcohol Be Available? YES or NO
If Yes, an alcohol licence ("Temporary Event Licence") must be obtained from North Dorset District Council **if alcohol is sold** (directly, or indirectly included in any way in a ticket price/entry fee) and the licence holder or authorised representative must be present throughout the hiring; a licence is not required if people bring their own alcohol

Room(s) Required: Main Hall Meeting Room 1 Meeting Room 2 Kitchen

Any Special Comments

Hire Fee £ **plus Deposit £** **= Total Paid in Advance £**

Payment Method cheque / bank credit / cash. Cheque payable to **East Stour Village Hall** and send to Mrs S Squire, 12 Witch Close, East Stour, Dorset SP8 5LB. Bank credits to Lloyds Bank a/c 00063496, sort code 30-93-45

Declaration by Hirer: I have read, understood and will observe the Regulations For Hirers

Signature of Hirer **Date**

Signature of Hiring Secretary confirming Hiring **Date**

After Event: Return of Deposit - Amount £ **Date**

Comments

Village Hall Contacts
Hiring Secretary: Sheila Squire, tel: 01747 838488, email: 19she68@gmail.com
Maintenance: Rod Dowding, tel: 01747 838351, email: mar23rod18@gmail.com
Treasurer: Sarah Miller, tel: 01747 838274, email: hallettsfarm@gmail.com
Secretary: Pauline Robinson, tel 01747 838229, email: michael.robinson6@mypostoffice.co.uk
Chair: Henry Miller, tel 01747 838274, email: hallettsfarm@gmail.com