

# St John the Evangelist, Bexley

## CONTRACT OF HIRE

for the **REGULAR**hire of St John the Evangelist, Bexley Church Hall

(Please complete in BLOCK CAPITALS)

**This form should be read in conjunction with the Terms and Conditions of Hire which form part of this contract.**

Hirer: .....

Organisation: .....

Address (incl. Post Code)

Telephone

Mobile on the day

Email

Type of Event

Approximate number of people attending:

Day of session: .....

Start Time: .....am/pm End Time: .....am/pm

Hire commences .../.../20.....

**These times are inclusive of setting up and clearing away.**

Car Park to be vacated by:

Hire fee per session	£	
Initial fee including £50 deposit	£	Covers sessions to .../.../20....
Excess time rate	£	Per half hour or part thereof

Fees are subject to review in accordance with the terms and conditions of hire.

Please make cheques payable to **St John the Evangelist, Bexley PCC**

Return signed form with initial fee and deposit to the Hall Lettings Secretary: Gill Rogers, 58 Randolph Close, Barnehurst, Kent, DA7 6HY. 07950 794977,

- **I have read, accept and will comply with the Terms and Conditions of hire and the PCC Child Protection Policies and procedures.**
- **I acknowledge receipt of the Hirer's checklist.**
- **I consent to your contacting me about groups and activities you think I might be interested in and to your including names and photos in newsletters, bulletins and social media**
- **I should like to receive communications from you by email**

Our privacy notice and copies of documents referred to here can be read on our website at [www.stjohnsbexley.org](http://www.stjohnsbexley.org).

Signature of Hirer: ..... Date: ...../...../.....

**The PCC reserves the right to refuse a booking without an explanation.**

**Booking Accepted**

Signature of Hall Lettings Secretary: ..... Date: ...../...../.....