

**WILLAND VILLAGE HALL**

Registered Charity No: 301015

**Hire charges (per hour) as from 01.04.2018**

**Website – [www.willandmatters.org.uk](http://www.willandmatters.org.uk) & follow the link under organisations**

**Class A: Willand organisations and Willand Residents for private functions.**

**Class B. All other Categories except Commercial.**

**Class C. Commercial organisations.**

	Hall	Club	Committee	Annex
<b>Class A</b>	9.50	5.00	4.50	6.00
<b>Class B</b>	15.00	7.50	7.00	9.00
<b>Class C</b>	30.00	15.00	14.00	17.50

**Extra Charges applicable: Licensed Bar or BYOB:** £16 per event. Payable to Village Hall for additional cleaning costs.

**Car Park for Displays, Boot Sales, etc.:** Please call for rates

**Preparation Time (ONLY IF AVAILABLE):-** This is negotiable only for certain bookings. Contact the Secretary or Treasurer for details. Up to a maximum of ONE HOUR may be allowed free of charge. After this, full hire charge is payable.

**BOOKING APPLICATION**

**N. B. FULL HIRE CHARGE IS PAYABLE FROM THE TIME THE DOORS ARE OPEN TO THE PUBLIC OR GUESTS.**

Name of Organisation: .....

Name of person responsible for payment: .....

Address: .....

PostCode.....Email.....

Date(s) required.....

**Type / Name of Function:** .....

Please note, all rooms must be **CLEANED** and **VACATED** by the end of the requested hire time, and **NO RUBBISH, BOTTLES OR CANS TO BE LEFT AT THE VILLAGE HALL** but should be taken away by the hirer. Clearing up time must be included in the booked time.

**Insert times below for rooms required:-**

Hall: ..... Club: ..... Committee: .....

Please note the kitchen is shared between above three rooms. If playing loud music all 3 rooms above must be hired. Annexe Room: .....

Prep time (max 1 hour subject to availability): .....

Cheque enclosed for ..... deposit / full amount.

**(Cheques made payable to Willand Village Hall Committee)**

Bacs Payments are welcome details are: CAF Bank Ltd, Sort Code 40-52-40 A/C no. 00012464

I have read the **Conditions of Hire Governing the Use of the Hall** and agree to abide by them.

**Signed:** ..... **Date:** .....

**Print Name:** ..... **Tel:**.....

**PROVISIONAL BOOKINGS WILL ONLY BE HELD FOR ONE MONTH.**

**APPLICATION FOR LICENCED BAR OR BRING YOUR OWN BOTTLE (SEE CONDITIONS OF HIRE)**

I would like a \*Licensed Bar / Bring you own bottle (Please delete as appropriate\*) for my event.

In the event of a Licensed Bar I will advise at least 6 weeks before my event who is applying for the Temporary Event Notice and make sure that a copy of the TEN is sent to franceswilcox1@gmail.com

**Signed:** ..... **Date:** .....

Send this slip, together with £30 booking deposit [non-refundable], or full payment if less than £30

Send this Form to: - **Frances Wilcox, 35 Fir Close, Willand, Cullompton, Devon, EX15 2PZ**