


Please retain for your records

Ref number:

## YEALMPTON PARISH COUNCIL PARISH ROOM HIRE AGREEMENT

(Two copies of this agreement are to be completed and signed, one to be retained by the hirer and one to be given to Yealmpton Stores for return to YPC)

This AGREEMENT is made between the Yealmpton Parish Council (YPC) and the Hirer, whereby in consideration of the hire charges, the Council agrees to permit the Hirer to use the premises for the specified purposes and periods as set out below:

Name of Hirer:	Organisation/Private:
Address:	
Email:	
Premises/facilities hired: Parish Room suite	
Purpose of hiring:	Please state if hirer over 18: yes <input checked="" type="checkbox"/> no <input type="checkbox"/>
Date(s):	
Access required from:	Start time:
Finish time:	Leave building by:
Hiring Fee:	
Full payment accompanied by this form signed and dated secures the booking. Cheques to be made payable to Yealmpton Parish Council.	
Special Conditions:	

THE HIRER AGREES with the Council to observe and perform the provisions and stipulations contained or referred to in the Council's "Standard Conditions of Hire" currently in force (see attached) together with any special conditions as set out above.

**Hirer**

**YPC Agent**

Signature:


Signature:

Date:

Date:

**All booking enquiries to:**

Sally Moreton, Yealmpton Stores, 55 Market Street, Yealmpton PL8 2EA

 Bookings 01752 881332

(In case of emergency for keys only, call Clive on 01752 882210 or 07906 357949)

**Booking Rates**

Commercial rate: £24 for a 4 hour period or £9 per hour.

Charitable rate: £12 for a 4 hour period