

**Cherington, Stourton, Sutton under Brailes Village Hall, Stourton, CV36 5HG**

**EVENT HIRE** Booking Form, Hire Agreement and INVOICE (please complete all sections and include the total amount of your hire cost)

Name of Hirer \_\_\_\_\_ Organisation \_\_\_\_\_  
(if applicable)

Address + \_\_\_\_\_  
Post Code \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Type of Event \_\_\_\_\_ Date of hire \_\_\_\_\_ Number of people attending \_\_\_\_\_

Start time (including preparation) \_\_\_\_\_ Finish time (to include clearing up) \_\_\_\_\_

**Please see Hire Rates information, tick the items you wish to Hire and write in the cost:**

The Barn' (15mx8.5m, main hall) \_\_\_\_\_ hours @ \_\_\_\_\_ per hour **OR** Fri/Sat Evening @ \_\_\_\_\_

The Cart Shed or Gallery (9mx4.5m, small room) \_\_\_\_\_ hours @ \_\_\_\_\_ per hour **OR** Fri/Sat Evening @ \_\_\_\_\_

Plus the main kitchen with crockery etc @ £30 \_\_\_\_\_

Plus Round Tables and/or staging \_\_\_\_\_

**Total Cost of Hire =**

**OR**

Exclusive Use of the Whole Building - **Total Cost of Hire** =

**Type of use:** Commercial  Public  Private

Please details of your Public Liability Insurance (if applicable) \_\_\_\_\_

**Will alcohol be served at the event?** If so please give details i.e. included in ticket price, sold, free or brought in for personal consumption. \_\_\_\_\_

**Are people aged 18 years or under included in this event, if so please give details** \_\_\_\_\_

The use of The Hall or any part thereof is subject to full payment of the booking hire fee as well as acceptance of the Terms and Conditions of Hire as available on the website or from The Hall. The Trustees reserve the right to implementation of any special conditions they deem relevant to any particular event or activity. The Hirer must be aged 21 years or over. An additional refundable breakage deposit may be applied at the discretion of the Trustees.

**By signing this form the Hirer confirms that he/she has read, understood and agrees to the Terms and Conditions:**

Signature of Hirer \_\_\_\_\_ Date \_\_\_\_\_

Payment in full of \_\_\_\_\_ is enclosed  transferred

Cheques are payable to 'CSS Village Hall Fund' (Cherington Stourton and Sutton under Brailes Village Hall)

**BACS transfer: HSBC 40-41-26 Account 81441183**

Please keep a copy for your records and email or return the signed form to:

**Lois Dudfield, Bookings Manager**  
Tel: 07967 630880

**2 The Long Close, Stourton, Shipston on Stour, CV36 5HT**  
Email: [thehallcherington@gmail.com](mailto:thehallcherington@gmail.com)