



Team Office:

St. Mary's Church Hall, High Street, Hemel Hempstead HP1 3AE

tel: 07901 359117

e-mail: admin@stmaryandstpaulhemel.org.uk

Registered Charity 1130644

Hiring Agreement

St Mary's Church hall / St Paul's Church hall / St Paul's Parish Room (delete one)

Day:	Date:
Type of event:	
Contact name:	
Contact address:	
Email Address:	
Contact telephone number:	
Start of hire (remember to include time to setup)	
End of hire (remember to include time to tidy up and clean)	
Numbers expected:	

Licences – please provide a copy if Yes

Will you be selling alcohol at the event?	Yes	No
Will there be a performance at this event?	Yes	No

Will you be bringing any equipment? Please list below

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To confirm this booking:

Please pay £ no later than 14 days prior to the event. Payment can be made by cheque payable to St Mary & St Paul PCC or online to **Lloyds Bank, sort code 30 94 08, account number 02036436.**

Booking charge: Hours (to) x £ For St Paul's there may also be a £20 key charge	Total cost: £
I have read and agree to the Terms & Conditions of hire and appropriate hall Fire Safety Considerations. Signed (hirer) Date:	Signed (Hall booking secretary) Date:

S t M a r y & S t P a u l , H e m e l H e m p s t e a d