A green letter with black outline

Description automatically generated

**Bradfield Village Hall Hire Application Form**

**Hall Opening Hours - 8am – Midnight**

**Hire Rates**

**Monday 8am – Friday 4pm - £10 per hour**

**Minimum booking time is 2 hours.**

**Weekends (Friday 5pm to Sun Midnight) – £20 per hour**

**Minimum booking time is 3 hours.**

**Plus £50 (refundable deposit) for Children’s Parties and £100 (refundable deposit) for any other activity**

DATE OF HIRE:

PURPOSE OF HIRE:

TIME OF HIRE\*: TOTAL HOURS:

NAME:

ADDRESS:

POSTCODE:

CONTACT PHONE NUMBER:

EMAIL ADDRESS:

**\*Access to the hall is only permitted during the requested time of hired**

**Please allow enough time for any set up and clean up.**

**On return of this form, a Hire Agreement and Invoice/Payment schedule will be sent with instructions for settlement.**

**T&C’s can be found online here**:

<https://www.bradfieldvillagehall.com/_files/ugd/6ab78e_4744e9a207fd4fc0950046cbae168b03.pdf>

**Bradfield Village Hall CIO Registered Charity Number 1187316**

**The Street, Bradfield, Essex, CO11 2UU**

**Email:** [**bradfieldvh@btinternet.com**](mailto:bradfieldvh@btinternet.com)