



North Kyme Village Hall – Regular Hire Agreement

1. About This Agreement

This agreement applies to groups or individuals who hire the hall regularly (more than once a month). It ensures the hall is used safely, fairly, and in accordance with our community values.

2. Bookings

- Regular bookings can be made up to one year in advance.
- All bookings must be confirmed in writing and approved by the Hall Committee.
- The Committee reserves the right to refuse or cancel bookings if the hall is needed for a local emergency, polling station, or wake for a village resident.

3. Payments

- Invoices are issued monthly in advance and must be paid within 30 days.
- Late payments may incur charges under the Late Payment of Commercial Debts Act (1998).
- Future bookings may be paused until outstanding invoices are settled.

4. Cancellations

- More than 1 month's notice: No charge.
- Less than 1 month's notice: Full hire fee applies.
- All cancellations must be made in writing or by email.
- The hall may allow rescheduling where possible, subject to availability.

5. Use of Facilities

- Please use only the rooms agreed in your booking.
- Set-up, cleaning, and pack-down time must be included in your booked hours.
- Keep noise to a reasonable level and be considerate to nearby residents.
- No smoking, vaping, candles, barbecues, or open flames are allowed.
- The hall must be left clean and tidy. A cleaning charge may apply if extra work is needed.
- Incorrect waste disposal may incur a £100 charge.

6. Safety and Insurance

- All users must follow fire and safety procedures.
- The hirer must hold Public Liability Insurance (proof required).
- You are responsible for any damage, loss, or accidents caused during your booking.

7. Conduct

- Children must always be supervised.
- Hirers are responsible for the behaviour of all participants and guests.
- The Committee may terminate bookings if there are breaches of conduct or safety rules.

8. Contact

For any booking queries, changes, or cancellations, please contact:
bookings@nkvh.org.uk | nkvh.org.uk | 07812 118779.

By booking online and paying your invoice, you agree to these terms and conditions.