Plymstock Community Centre

Registered Charity No: 1159317

**Rental Agreement**

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| The Plymstock Community Centre grants permission for the use of the below mentioned area(s) as outlined, subject to the Terms and Conditions of this Agreement.

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|  Name of Organisation/Individual (“Hirer”) ........................................................................................................ Name of Contact:................................................................................................................................................ Address:................................................................................................................................................................ Phone: ................................ Mobile: .................................. Email: .................................................................. |

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|  | Hire Rates:- (minimum hire period 2 hours)Main Hall - From ................... to ....................on............................... at £15.00 per hour = £.............. Lounge - From ................... to ................... on............................... at £15.00 per hour = £.............. Meeting Room - From ................... to ................... on................................ at £9.50 per hour = £.............. Kitchen - From .................. to ................... on ...................... at £6.50 (one off payment) = £..............  £11.50 if cooker required = £............. Total Hire Charge:- = £.............. **A booking fee of £20 will be required which is non-refundable in the event of non attendance or cancellation within 7 days of your booking date.****Additional charges may apply if the hire period ends after 10pm.****Cheques to be made payable to Plymstock Community Centre**I confirm that you have booked the above accommodation at the Plymstock Community CentreC.R. Hanson ......................................... Lettings Secretary (01752 404506) Date: .........................Special Requests:......................................................................................................................................................... Type of Activity:............................................................................................................................................................I, the undersigned, agree to be bound by the Rental Agreement and Terms and Conditions and have the authority to sign on behalf of the organization.I agree that these details will be held on file for the purpose of fulfilling my booking and the Centre’s legal/accounting responsibilities only.Signature ................................................................................... Date ....................................**Please return this form (together with your booking fee) to the Letting Secretary at 48 Wrens Gate Plymstock Plymouth PL9 7BQ. Balance to be paid on the booking date.** |  |
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