



Hiring Agreement for KPCC Oval

Kennington Park Community Centre, 8 Harleyford Street, SE11 5SY

Return to: kpccoal@gmail.com

Enquiries to: 0800 776 5587

Name of Hirer			
Organisation			
Address			
Telephone			
Email			
Type/Title of Function: (e.g. children's party, meeting, worship, exercise, youth club, etc.)		No of people:	
Price band: 1: Local/Community Organisation/SME/Charity 2: Private Function / Social Event 3: Kennington Park Estate Resident social event 4: Business / Other Organisation		[] [] [] []	
Date(s) required:	Start time:	Finish time:	
Room (s) required:			
Will food be served?	Yes []	No []	
No alcohol may be consumed on site at any time The Centre must be vacated by 10pm (9.30pm on Saturdays)			
Equipment requested: (Including requests for permission for eg, inflatables)			
Hire charge [per hour/per session]: (To be completed by KPCC Oval Team)			
Any other charges: (to be completed by KPCC Oval Team)			
Deposit: (To be completed by KPCC Oval Team)			
Total cost of hire: (To be completed by KPCC Oval Team)			
Name of payer if different to above:		Email: Phone:	
<input type="checkbox"/> I have read, agree to and accept the full terms and conditions of hire associated with this booking. This includes Appendix 1 – Additional Health and Safety Requirements			
<input type="checkbox"/> I am over 18 years of age and will be the person taking full responsibility for the hall hire and confirm that the information given here is correct.			
Name (block capitals):			
Signature:		Date:	
AGREED BY KPCC Oval Team: Signature:		Date:	
(Please note: your booking is not confirmed until this is signed)			
See invoice for payment details. BACS is preferred, but payments may also be made by PayPal or credit/debit card via PayPal (note: hirers may be asked to pay PayPal charges over £10). Cheques only accepted by prior agreement – make out to 'KPCC Oval'. Cash is not accepted. Payment is due on the date stipulated on the invoice.			