



# Hiring Agreement for KPCC Oval

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

Return to: kpccoal@gmail.com

Enquiries to: 0800 776 5587

<b>Name of Hirer</b>			
<b>Organisation</b>			
<b>Address</b>			
<b>Telephone</b>			
<b>Email</b>			
<b>Type/Title of Function:</b> (e.g. children's party, meeting, worship, exercise, youth club, etc.)		<b>No of people:</b>	
<b>Price band:</b> 1: Local/Community Organisation/SME/Charity 2: Private Function / Social Event 3: Kennington Park Estate Resident social event 4: Business / Other Organisation		[ ] [ ] [ ] [ ]	
<b>Date(s) required:</b>	<b>Start time:</b>	<b>Finish time:</b>	
<b>Room (s) required:</b>			
<b>Will food be served?</b>	Yes [ ]	No [ ]	
<b>No alcohol may be consumed on site at any time The Centre must be vacated by 10pm (9.30pm on Saturdays)</b>			
<b>Equipment requested:</b> eg. audio/visual equipment (Including requests for permission for bouncy castles/inflatables)			
<b>Hire charge [per hour/per session]:</b> (To be completed by KPCC Oval Team)			
<b>Any other charges:</b> (to be completed by KPCC Oval Team)			
<b>Deposit:</b> (To be completed by KPCC Oval Team)			
<b>Total cost of hire:</b> (To be completed by KPCC Oval Team)			
<b>Name of payer if different to above:</b>		<b>Email:</b> <b>Phone:</b>	
<input type="checkbox"/> <b>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</b>			
<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.			
<b>Name</b> (block capitals):			
<b>Signature:</b>		<b>Date:</b>	
<b>AGREED BY KPCC Oval Team:</b> Signature:		Date:	
<b>(Please note: your booking is not confirmed until this is signed)</b>			
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.			