



# Kennington Park Community Centre at Magee Street

1-2 Alverstone House, Magee Street, London SE11 5TS

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## HIRING AGREEMENT

Name of Hirer			
Organisation			
Address			
Telephone			
Email			
Type/Title of Function: (e.g. children's party, meeting, worship, exercise, 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 [ ]	
<b>No alcohol may be consumed on site at any time</b> <b>The Centre must be vacated by 10pm</b>			
Equipment requested: eg. audio/visual equipment			
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"/> <b>I have read, agree to and accept KPCC@Magee's terms and conditions of hire.</b>			
<input type="checkbox"/> <b>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 (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. Cheques only accepted by prior agreement. Cash is not accepted. Payment is due on the date stipulated on the invoice.			

This form is available in different formats on request.

Return to: [kpccoval@gmail.com](mailto:kpccoval@gmail.com)