

Welshpool Methodist Church

Occasional User Booking Form

Dated:

Parties

- (1) The managing trustees named in clause 1.1 below (**Managing Trustees**)
- (2) The person(s) or organisation named in clause 1.2 below (**Hirer**)

AGREE AS FOLLOWS:

1 In consideration of the Hire Fee described in clause 1.3 below and subject to the Hirer's obligations under clauses 2 and 4, the Managing Trustees permit the Hirer to use the Premises described in clause 1.4 below for the purposes of the Event described in clause 1.5 below for the Hire Period described in clause 1.6 below.

1.1 The **Managing Trustees** are:

Derek Charles Painter and **Anne Smith** for themselves and members of Welshpool Methodist Church Council, care of 21 Clos Bryn y Ddol, Welshpool, Powys. SY21 7UP which expression shall include their successors from time to time ascertained in accordance with the provisions of Part II Schedule 2 to the Methodist Church Act 1976.

Telephone Number: **01938 556117**

Email address: **derekp1411@btinternet.com**

1.2 The **Hirer** is:

.....(full name)

.....(full name)

OR

..... (organisation)

acting by (authorised representative)

of(contact address)

Telephone Number:

Email address:

1.3 The **Hire Fee** is: £ per hour
£ in total

1.4 The **Premises** are:

(description of room(s) to be hired)

1.5 The **Event** is:
. (describe event e.g. "birthday party" or "meeting")

1.6 The times of hire (**Hire Period**) are:

Date:

From: a.m./p.m. until a.m./p.m.

(including time for preparation and clearing up)

2. The Hirer agrees to observe and perform the conditions provisions and stipulations contained or referred to in the Standard Conditions of Hire and any Special Conditions of Hire set out in Schedules 1 and 2.
3. The Hirer and the Managing Trustees agree and declare that the terms defined in clause 1.1 to 1.6 above have the meanings defined therein when used in the Standard Conditions of Hire and any Special

Conditions of Hire. The following terms used in the Standard Conditions of Hire have the meanings set out below:

3.1 **Agreement:** this agreement, the Standard Conditions of Hire and any Special Conditions of Hire.

3.2 **Building:** the land and building of which the Premises form part including any Facilities.

3.3 **Cautionary Deposit**⁽¹⁾: £

3.4 **Deposit:** £

3.5 **Facilities:** the following facilities in or upon the Building that can be used by the Hirer during the Hire Period:

Please tick if facilities available for use	
Toilets	
Kitchen	
Other:	

(1) Such sum is paid by the Hirer to cover the cost of repair or replacement if any damage or breakages occur during or as a result of the Event. This sum of money is then refunded or retained under standard condition 1.3 at the Managing Trustees' absolute discretion.

3.6 **Privacy Notice:** the notice containing the privacy information required under data protection legislation about how the Managing Trustees use any personal information acquired or used in relation to the Hirer's use of the Premises and the Event and is available at the Building or online at www.tmc.org.uk/about/data-protection/managing-trustees-privacy-notice.

3.7 **Safeguarding Policy:** the safeguarding policy of Welshpool

Methodist Church

4. The Hirer agrees with the Managing Trustees to be present (or to procure that its authorised representative is present in the case of an organisation) during the Hire Period to supervise the Event and to ensure full compliance with the terms of this agreement.

SIGNED by:
(Managing Trustee)

SIGNED by:
(Managing Trustee)

SIGNED by:
(Hirer)

SIGNED by:
(Hirer)