

Application to hire Facilities at the Pretious Sports Hall at Northiam School

Please return the completed form to pretious@quercusfederation.co.uk

Name of Hirer:	
Address:	
Telephone:	
Email:	
Are you hiring this facility as (tick as appropriate)	

<input type="checkbox"/>	An Individual
<input type="checkbox"/>	A Voluntary of Community Group
<input type="checkbox"/>	A Business (Sole trader or limited Company)
<input type="checkbox"/>	A School
<input type="checkbox"/>	Other _____

Single Letting (Date):	
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Series of letting (dates):	Starting:		Finishing:	
Frequency of booking:				

<input type="checkbox"/>	Monthly
<input type="checkbox"/>	Quarterly
<input type="checkbox"/>	Term time only
<input type="checkbox"/>	Other _____

Type of Letting required for letting period		
With Sports Hall Officer present during hire period	£22.50* per hour	
Without Sports Hall Officer present (training provided)	£16.50* per hour	
Single Hire/ Party Booking with Sports Hall Officer	£60* per 3 hr session	
Party Hire with equipment/ inflatables/ Sports Lead	Enquire at the office.	

* Prices not including VAT – depending on the nature of the booking VAT may not be applicable to pay. Please contact us at pretious@quercusfederation.co.uk to enquire further.

Purpose of Hire:			
I acknowledge that I have read and understood all the attached conditions of hire governing lettings of the Sports Hall Premises and I agree to abide by them and to pay any sum due on receipts of a formal demand.			
Signature of Hirer		Date	
If Signed on behalf of an organisation please state the name of the organisation			
Please note fees are subject to review on April 1 st each year, the management committee reserve the right to adjust prices in line with major cost increase at that time. Cancellation Notice : A period of 2 weeks notice is required for cancellation of booking. Please e-mail pretious@quercusfederation.co.uk to notify us of cancellation in writing. 50% payment will be charged without notification of cancellation within notification period. 100% for no notification of cancellation.			

For office use only:

Booking approved by:	
Copy of Public liability insurance taken:	
Copy of proof of Club affiliation taken:	