**Middleton on the Wolds Reading Rooms Hire Agreement**

Date:

Hirer:

Middleton on the Wolds Reading Rooms (premises) acting by its management committee (the committee) and the person/organisation named above (hirer)

**AGREE** as follows:

1. In consideration of the hire fee (clause 1.4), the committee agrees to permit the Hirer to use the premises for the purpose described in clause 1.5 for the period(s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.5 below and the answers to the questions in sub-clauses 1.5 and clause 2 are terms of this agreement. This Hiring Agreement includes the annexed Standard Conditions of Hire and any Special Conditions of Hire.

**1.1 Date(s) require**

Day(s) Date

Time Required (Hours) From

 Preparation Time

**1.2 Reading Rooms**

Authorised Representative Kath Bentley

 19 Greenfield Road

 Middleton on the Wolds

 YO25 9UL

 Telephone: 01377 217456

**1.3 Hirer**

(a) Name

(b) Organisation

(c) Name of Organisation’s Authorised Representative

Address

Telephone Numbers and email

**1.4 Hire Fee**

 Storage of equipment Yes/No

**1.5 Purpose/description of Hiring**

Will tickets be sold for your event? Yes/No

Is food to be provided/served at the event? Yes/No

* 1. Where a licensable activity will take place, the Hirer hereby acknowledges receipt of a copy of the conditions of the Premises Licence and/or operating Schedule for the premises, in accordance with which the hiring must be undertaken, and agrees to comply with the obligations therein

Sale of Alcohol. If the hirer requires alcohol to be available for an event, you will need to seek written permission from the management committee.

The Hirer agrees not to exceed the maximum of 40 permitted number of people including the organisers/performers.

In order to hold a licensable activity on the premises not covered in this agreement a Temporary Event Notice (TEN) will need to be obtained from the licensing authority

The Hirer shall obtain the written consent of the management committee before applying to the licensing authority for a TEN. Failure to do so could result in cancellation of the hiring without compensation because there is a limit on the number of TENs which can be granted annually for any premises

* 1. It is hereby agreed that the Standard Conditions of Hire together with any additional conditions imposed under the Licensing (2.1), or that the reading rooms management committee may deem necessary shall form part of the terms of this Hire Agreement unless specifically excluded by agreement in writing between the committee and the Hirer.

**2.3**. None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.

As Witness the hands of the parties to:

Signed by the person named at 1.2 above, duly authorised, on behalf of the Reading Rooms Management Committee.

Signed by the person named at 1.3(a) above or at 1.3(c) above, duly authorised, on behalf of the organisation named at 1.3 (b) above, where applicable.