

OUR LADY HELP OF CHRISTIANS PARISH

MARYFIELD HALL HIRE AGREEMENT

73 Leysdown Road

Mottingham, London SE9 4UB

Parochial Administrator: Father Mario Nycz

Name of Hirer: Address:	Contact Numbers: Email:
Other person responsible:	Contact Numbers:
Date(s) of event: From (time) _____ to _____	Total Hours:
Purpose:	Number of guests expected (including children): Maximum 150

Please read the Hire Information and Conditions of Hire before signing.

I request the hire of Maryfield Hall on the date(s) and times and for the purpose set out above.

Declaration by the Hirer:

I am over 18 years of age and I have read and agree to observe and perform the provisions of this Hire Agreement including the terms and conditions set out in the 'Conditions of Hire'.

Signed

Date

Hirer

The Parochial Administrator permits the Hirer to use the Premises as set out above subject to the terms and conditions contained in the 'Conditions of Hire' attached. The Hire Agreement will not be binding until accepted and signed by the Parochial Administrator. The Parochial Administrator may decline the request to hire the Premises at any time at his sole discretion.

Signed by

Date

Parochial Administrator

Refundable Deposit (damage/nuisance/cleaning fees): £100 Date Paid: _____

Hire Fee Payment (£30 per hour) £..... Date Paid: _____

Balance payable £..... Date Paid: _____

Total amount deducted from refundable deposit £ _____

Total amount of deposit refundable £ _____ Date refunded: _____

TOTAL PAYMENTS RECEIVED: £ _____

Received by: _____ (signature of Parochial Administrator/ Parish Secretary)