

Brackley Baptist Church, Waynflete Close, Brackley NN13 6AE Hiring Application

HIRING APPLICATION FORM

**Name of organisation (if applicable) :*

Description of proposed activity:

Dates and times required:

Room(s) required:

Name, address and telephone number of person responsible for the booking:

Name, address, and telephone number of person supervising the activity (if different from the person responsible for the booking): Over 25 years of age.

**If you represent an organisation working with children or vulnerable adults, do you have a Safeguarding Policy complying with the Government's suggested Guidelines 'Safe from Harm'? YES / NO*

Is your organisation a charity? YES / NO

Has your organisation used the church premises before? YES / NO

I confirm that I have read the Terms and Conditions of Hire on the Church website (www.brackleybaptist.org.uk) and that these are understood and accepted.

I enclose a cheque /cash for the booking fee (returnable after the event subject to paragraphs 19 to 22 and any special conditions in force).

I agree to pay £..... for the hire of the premises as above.

Signed:

Print Name

Date:

.....

Administrator to confirm booking by completing the form below, signing and returning a copy to the applicant.

This organisation is included on the list sent to our own insurers and is covered by our own Insurance policy.

I have checked the Public Liability Insurance presented by the hirer. It is both current and covers the activity proposed.

I confirm that the room(s) being hired are suitable for the activity outlined on this application.

I confirm on behalf of the church that the booking as indicated on this form is accepted, subject to observance of the Terms and Conditions of Hire on the Church website.

Signed:

Date:

