

HILDERSHAM VILLAGE HALL HIRE CHARGES

SESSION TIME & HIRING TYPE	MORNING 9am - 1pm (4hrs)	AFTERNOON 1pm - 5pm (4hrs)	EVENING 6pm-12am (6hrs)	REFUNDABLE SECURITY & CLEANING DEPOSIT
HILDERSHAM VILLAGE SOCIAL GROUPS	£15.00	£15.00	£22.50	
NON-RESIDENT SOCIAL GROUPS	£30.00	£30.00	£45.00	
HILDERSHAM CHILDREN'S PARTY	£25.00	£25.00	£50.00	£50.00
NON-RESIDENT CHILDREN'S PARTY	£35.00	£35.00	£70.00	£50.00
HILDERSHAM ADULT PARTY	£35.00	£35.00	£70.00	£100.00
NON-RESIDENT OVER 21 ONLY ADULT PARTY	£50.00	£50.00	£100.00	£100.00

HIRE CHARGE NOTES:

Whenever possible, if other bookings allow, the **HILDERSHAM VILLAGE HALL TRUST** will try to be as flexible as possible, to fit in with your individual requirements and Hiring needs, please feel free to discuss them. Please contact the **Hildersham Village Hall Trust's Treasurer** on **01223 892430** or info@hildersham.org.uk

- The Hall will be provisionally booked at first contact, this provisional booking will be held for 14 days.
- **ONLY** after receipt of a **SIGNED & COMPLETED & APPROVED AGREEMENT**, payment of a **25% DEPOSIT** of the Hire Charge or if more convenient the **FULL PAYMENT** of Hire Charge and receipt of any **SECURITY & DAMAGE DEPOSIT** – will the booking will be confirmed. All Cheques should be made to the **HILDERSHAM VILLAGE HALL TRUST** or **HVHT**
- The Balance of the Hire Fee will be Payable **BEFORE** the Hire Period commences unless the Hire is part of a prearranged long term multi-event booking.
- **ALL CHILDREN PARTIES REQUIRE A £50 SECURITY & CLEANING DEPOSIT**, to be **SENT WITH** the completed agreement forms. *[Note: generally, this can be in the form of a signed cheque in a SAE. This cheque will not be cashed and will be returned to you within 7 days of the event, assuming no damage to the village hall or its contents].*
- **ALL HILDERSHAM RESIDENT 18 AND OVER ADULT PARTIES REQUIRE A £100 SECURITY & CLEANING DEPOSIT**, to be **SENT WITH** the completed agreement forms. *[Note: generally, this can be in the form of a signed cheque in a SAE. This cheque will not be cashed and will be returned to you within 7 days of the event, assuming no damage to the village hall or its contents].*
- **NON-RESIDENT 18 TO 21 ADULT PARTY BOOKINGS WILL NOT BE TAKEN**
- **ALL NON-RESIDENT OVER 21 ADULT PARTIES REQUIRE A £100 SECURITY & CLEANING DEPOSIT**, to be **SENT WITH** the completed agreement forms. *[Note: the cheque will be deposited in our bank and must have cleared before the Hire Term commences. On completion of the hiring term, a HVHT cheque of an equivalent amount will be returned to you within 7 days of the event, assuming no damage to the village hall or its contents]*
- If you intend to **SELL ALCOHOL** or have any form of **REGULATED ENTERTAINMENT** (See *Standard Hiring Conditions for the TEN definition of these terms*) you will be require to apply for a **TEN (TEMPORARY EVENT NOTICE)** from **SCDC & CAMBRIDGESHIRE POLICE**. This TEN **MUST** be applied for by the Hirer and it **MUST** be seen by a Village Hall Trustee before the Hire Term commences and **MUST** be at all time clearly displayed in the Village Hall.
- The Hildersham Village Hall is now hired out in **STANDARD SESSIONS** – i.e. set time periods:

MORNING SESSION	AFTERNOON SESSION	EVENING SESSION
9am to 1pm	1pm to 5pm	6pm to Midnight
4 Hours plus 1 hour for setting up if required	4 Hours plus 1 hour for setting up if required	6 Hours plus 1 hour for setting up if required

In addition to the Standard Sessions, there will be **ONE HOUR** additionally allowed to help with setting up of your event

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- There will be a negotiable discount for **EDUCATIONAL CLASSES** or **ALL** other long term multi-event bookings. For further information and to discuss your specific requirements please contact the Hildersham Village Hall Trust's Treasurer on **01223 892430** or villagehall@hildersham.org.uk

If the Village Hall is required for longer than the **STANDARD SESSIONS**, i.e. preparing for a party or simply holding a longer hire session there will be a 15% discount on the Standard Session hour adjusted rates.

SESSION TIME & HIRING TYPE	EARLYDAY 9am - 5pm (8 hours)	LATEDAY 1pm-12am (11 hours)	WHOLEDAY 9am-12am (15 hours)	REFUNDABLE SECURITY & CLEANING DEPOSIT
HILDERSHAM RESIDENT VILLAGE SOCIAL GROUPS	£26.00	£32.00	£48.00	
NON-RESIDENT SOCIAL GROUPS	£52.00	£64.00	£96.00	
HILDERSHAM RESIDENT CHILDREN'S PARTY	£43.00	£70.00	£90.00	£50.00
NON-RESIDENT CHILDREN'S PARTY	£55.00	£90.00	£126.00	£50.00
HILDERSHAM RESIDENT ADULT PARTY	£55.00	£90.00	£126.00	£100.00
NON-RESIDENT ADULT PARTY	£85.00	£175.00	£215.00	£100.00

OTHER ITEMS AVAILABLE FOR HIRE:

Tables & Chairs hire for Hildersham Residents – we leave it up to you for a voluntary donations please.

Discretionary - Non-Resident Hire away from the premises of:

- ❖ **Small Tables** (€1 each per day)
- ❖ **Large Tables** (€1.50 each per day)
- ❖ **Wooden Folding Chairs** (€0.50p each per day)
- ❖ **Soft Chairs** (€2.00 each per day)
- ❖ **Crockery** (by arrangement)
- ❖ For details of additional Parking facilities in the Recreation Ground (subject to weather conditions)
- ❖ For details of the hire of the Recreation Ground (subject to weather conditions)

Please contact the **Hildersham Village Hall Trust's Treasurer** on **01223 892430** or info@hildersham.org.uk

Note: ALL Hirers have access to ALL the halls facilities.

Children's Parties & Family Events also have access to the children's enclosed play area immediately alongside the Village Hall

THE HILDERSHAM VILLAGE HALL STANDARD HIRING CONDITIONS APPLY TO ALL HIRERS

TO BOOK THE VILLAGE HALL PLEASE CONTACT THE TRUST TREASURER – ANDREW WESTWOOD-BATE

01223 892430 / 0777 7653122 / villagehall@hildersham.org.uk

"It is the intention of Hildersham Village Hall Management Committee to comply with all health and safety legislation and to act positively where it can reasonably do so to prevent injury, ill health or any danger arising from its activities and operations".