

# **PUTNOE PRIMARY SCHOOL**

## **HIRE OF SCHOOL PREMISES TERMS AND CONDITIONS OF HIRE**

Name/s \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Tel No: (day) \_\_\_\_\_ (evening)

Rooms to be hired \_\_\_\_\_

Purpose \_\_\_\_\_

Date and time premises required: Date: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_

Where the school site is hired for sporting activities the hirer will be charged VAT at the current rate then prevailing at the date of hire or hire commencement as the case may be..

The hirer is responsible for ensuring that all equipment brought into school by themselves or their agents meets the requirements of the Health and Safety regulations and is fully insured.

The hirer is answerable to the Site Agent or his nominated representative.

The Governors reserve the right to amend these conditions as required.

The hirer has read this hire agreement and the attached conditions and accepts them.

Signed by hirer ..... Date .....

Signed by school ..... Date .....