

NORTH CADBURY VILLAGE HALL

Registered Charity No 304592

EQUIPMENT HIRE for use outside of the Village Hall

CONDITIONS OF HIRING

- All equipment is to be collected and returned within a 24 hour period, unless the Hall Representative agrees otherwise.
- All equipment must be returned to the place from where it was collected.
- If equipment is needed for a longer period the same charge will apply for the extra days.
- All crockery and cutlery must be thoroughly washed before returning.
- Tables must be wiped with a damp cloth and all chairs checked that they are clean.
- Any damage or breakages must be reported at the time of returning. Any breakages will be charged at replacement prices.

The minimum hire charge is £10. All orders under £20 must be paid for at the time of collection.
Larger orders will be invoiced and payment is due on receipt of invoice.

I agree to hire the equipment listed on the hire sheet under the conditions above.

Name: (Please Print)	Date Required:	Time:
Address:		
Post Code:	Telephone Number:	
E-mail Address:		
Signed:	Date:	

Privacy Notice: North Cadbury Village Hall uses personal data for the purposes of managing the hall, its bookings and finances, running and marketing events at the hall, and for its fundraising activities. Data may be retained for up to 7 years for accounts purposes and for longer where required by the hall's insurers. We will not share your information with any other organization without your explicit consent, or unless required to do so by law. If you would like to find out more about how we use your personal data or want to see a copy of information about you that we hold, then please contact the Booking Secretary or Treasurer.

If you would like to be kept informed, via email, about events held at the hall then please tick this box

Please keep one copy and return one copy to Village Hall representative.

Please return this form to:-

Booking Secretary

Hall Cottage, 21 Woolston Road, North Cadbury, BA22 7DW

Telephone 07468 484281

e-mail = bookings@northcadburyvillagehall.org.uk

Cheques made payable to North Cadbury Village Hall & Club

Online banking:-

North Cadbury Village Hall & Club;

Acc/no. 80668478; Sort Code 20-99-40

The following equipment is available for hire and may be collected from and returned to the Village Hall by arrangement with the Hall Booking Secretary or other Hall Representative.

DAILY HIRE CHARGES

Item	No. available	No. required	Hire charge per unit	Total Hire for item(s)
Folding alloy tables 6ft by 4ft	19		£2.50	
Red plastic chairs	130		50p	
Grey plastic chairs	10		50p	
Red banquet chairs	100		£2.50	
Free Standing Display Board (White)	10		£3.00	
Free Standing 3 piece Display Board	1		£15.00	
Tea Urn	2		£5.00	
Cups	110		10p	
Saucers	115		10p	
9" Dinner plates	111		10p	
7.5" Side plates	94		10p	
6" Side plates	203		10p	
Soup bowls	45		10p	
Fruit bowls	89		10p	
1ltr Glass Jugs				
Stainless Steel Cafétières	4		£2.50	
Large knives	110		10p	
Large forks	110		10p	
Small knives	110		10p	
Small forks	118		10p	
Soup spoons	106		10p	
Dessert spoons	90		10p	
Teaspoons	60		10p	
Tablespoons	51		10p	
Wine glasses 175ml	60		10p	
Wine glasses 175ml (Round)	30		10p	
Wine glasses 125ml	48		10p	
Pint glasses	48		10p	
Half pint glasses	27		10p	
Straight glasses 340ml (12oz)	6		10p	
Straight glasses 280ml (10oz)	6		10p	
Straight glasses 230ml (8oz)	45		10p	
Straight glasses 140ml (5oz)	41		10p	
Total Hire Charge				