

CHURCH HALL LET BOOKING FORM

Name of Individual/Organization:

Address/Contact Details:

Phone/ Mobile/E-mail:

Purpose of Hall Let:

Proposed Date, Time & Duration of Hall Let:

Any Specific Requirements:

Declaration to be signed by the Individual/Organization requesting the Hall Let:

I/We agree to ensure that the premises of Edzell Church are treated appropriately, and are left in a clean and tidy order, and any rubbish is taken away following conclusion of the Hall Let.

Signed: _____ Date: _____

Name (block capitals): _____

The completed form can be e-mailed to elgparishchurch2021@outlook.com or delivered to the church.

Note: Edzell Church Hall is available for hire by Individual(s) or organisation(s) at the current rate of £10.00 per hour, and from 1st October 2021 £11.00 per hour. The minimum let duration is 2 hours. Payment can be made in advance or invoiced after the Hall Let.

In agreeing to let its premises, Edzell Church assumes that the individual(s) and /or groups will ensure their event is appropriately supervised (if involving children or young people).

Edzell Church reserves the right to refuse to let its premises if the proposed usage is deemed to be inappropriate, or not in sympathy with the ethos of The Church of Scotland.

Any activity deemed to involve risk (i.e. Keep-Fit Class /Bouncy Castle etc) will not be covered by the public liability Insurance of Edzell Church. In this instance insurance provision will be the responsibility of the individual(s) or organization(s) who hire the premises.

Edzell Church will require to be informed if alcohol is intended to be served during the Let. No under-age alcohol consumption is permitted. No charge for alcohol can be levied within the premises.

Further information and /or assistance can be obtained by contacting Alison Paterson

(Tel: 01356-648325). Note: If no-one is available, please leave a message on the answer phone.