Mendip scout base The home of Wedmore Scout Group

Booking Form & Hire Agreement

This agreement is made on the date (1) and between Wedmore Scout Group (2) and the Hirer (3) named below, whereby in consideration of the sum(s) mentioned (8), the Group agrees to permit the hirer to use the premises (7) for the purposes (4) and for the period(s) (5) and numbers (6), described below.

1) Agreement date (today's) .....

2) Wedmore Scout Group contact

Bill Belshaw — Wisemans Farmhouse, Theale, Wedmore BS28 4SN
Tel: 07780708997 Email: belshaw@clara.co.uk

3) Hirer

a) Scout Group / Organisation: .....

b) Authorised Representative: .....

c) Address: .....

.....

Post code: ..... Telephone No: ..... Mobile: .....

Email address: .....

d) Activity permits held: .....

4) Type of function (i.e. camp / party, etc) .....

5) Dates of hire

From: ..... Estimated arrival time : ..... a.m. / p.m.

To: ..... Estimated departure time : ..... a.m. / p.m.

6) Approx. numbers

Adults / Leaders ..... Aged up to 6 yrs ..... Aged 6 to 8: ..... Aged 8 to 10½: ..... Aged 10½ to 14: ..... Aged 14 to 18: .....

7) Facilities required (Tick) Main Hall ☐ Kitchen ☐ Shower ☐ Grassed area ☐

Crockery is included in the hire of the hall, as are tables and chairs. Hot water is also included, but the use of the shower in an additional cost.

Mendip Scout Base blanket badges – Number required ..... @ £2 each

8) Hire charge

Facilities: £ ..... **Deposit :** £ ..... ***This deposit is non-refundable***

*Please send this completed form to the Wedmore Group Contact with your deposit, which is part of the total hire charge above. Deposits must be received within 14 days of the provisional booking being made - otherwise the booking will lapse. The final payment is due one month before the Hire Period is due to begin. Please make your cheque payable to **'Wedmore Scout Group'**.*

9) Maximum numbers The Hirer agrees not to exceed the maximum permitted number of people per room, including the organisers and any performers.

10) Waste & Damage **Rubbish, waste & recycling arising from the use of the facilities must be taken away by the hirer.** Additionally, the hirer undertakes to report any damage, breakages or faults, which Mendip Scout Base may have, to the Wedmore Group contact. The hirer also acknowledges that breakages, damage, and/or additional cleaning that may be required, must be paid for.

11) Agreement It is hereby agreed that the **Standard Conditions of Hire** shall form part of the terms of this **Hire Agreement**. (*please read and make sure that you understand these before completing this Booking Form)*

The Hirer agrees that Wedmore Scout Group may be present during the hiring and to comply fully with this Hire Agreement.

☐ The Hirer consents to the Group electronically storing their personal information, which is given above, for invoicing purposes – please ☑ or ☒

12) Access & key **IT IS THE RESPONSIBILITY OF THE HIRER TO ARRANGE TO PICK UP A KEY FOR THE SCOUT BASE - please make contact a week or more before the hire, to arrange this in advance of the visit**. The key must be returned immediately at the end of the hire period to an agreed Scout Group contact.

Signed ..... **Date** .....

Please return <u>one signed and dated</u> copy of this form to the Wedmore Group contact (details above) together with the deposit.