

LICENCE AGREEMENT FOR THE HALL

OF THE CHURCH OF ST EDWARD THE CONFESSOR, SUTTON PARK

(Conforming to the Specimen Hiring Agreement of the Diocese of Arundel and Brighton (Registered Charity No. 252878) in Parish Administration Handbook, Appendix 8D

DATE

PARTIES:

1. The Church of St Edward the Confessor, Sutton Park, Guildford.

2. (Name of responsible person)

of

(Name of organisation and address)(‘the Licensee’).

The Church permits the Licensee to use part of the premises described in paragraph 3 below on the following terms and conditions.

1. Purpose of Licensing.....

2. Period of Licence – Date(s).....

Hours: fromto (‘the Session’).

3. Description of premises and facilities to be licensed ‘Premises’ (delete accordingly):

Hall premises complete.

Hall less kitchen.

4. Licence donation (to be agreed in advance of booking confirmation) £.....per session,

Deposit received / payable £.....

5. Date (s) of payment of donation/ balance

6. Period covered by public indemnity insurance.....

7. The Licensee agrees to observe and perform the terms and conditions contained or referred to in the Diocese of Arundel and Brighton Parish Hall Conditions of Hire (Appendix 8D to Parish Administration Manual)attached as the Appendix to this Licence, EXCEPT THAT Conditionsshall not apply to this hiring.

8. The maximum number of people allowed in the building is 80 seated or 100 standing.

9. The Hall will close at 2300 hours unless otherwise specified in the Licence.

Signed byGerard Dyson, St Edward's Church Finance Committee
(for and behalf of the Parish)

Signed by (Please print name).....
(for and behalf of the Licensee)

Address to write to:

Guildford Catholic Parish

12 Eastgate Gardens

Guildford

GU1 4AZ

Telephone: 01483 5562704

E-mail: office@guildfordcatholicchurches.co.uk

Queries and further information:

Deacon Michael Phillips at the Parish Office

deaconphillips@guildfordcatholicchurches.co.uk

or

Mr Gerard Dyson

dysonprein@btinternet.com