



THE PARISH OF ST MARY & ST PAUL



www.stmaryandstpaulhemel.org.uk

**Team Office:**

St. Mary's Church Hall, High Street, Hemel Hempstead HP1 3AE

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Registered Charity 1130644

Hiring Agreement	
<b>St Mary's Church hall / St Paul's Church hall / St Paul's Parish Room (delete one)</b>	
Day:	Date:
Type of event:	
Contact name:	
Contact address:	
Email Address:	
Contact telephone number:	
Start of hire (remember to include time to setup)	
End of hire (remember to include time to tidy up and clean)	
Numbers expected:	

Licences – please provide a copy if Yes		
Will you be selling alcohol at the event?	Yes	No
Will there be a performance at this event?	Yes	No

<b>Will you be bringing any equipment? Please list below</b>

To confirm this booking:	
Please pay £ no later than 14 days prior to the event. Payment can be made by cheque payable to St Mary & St Paul PCC or online to <b>Lloyds Bank, sort code 30 94 08, account number 02036436.</b>	
Booking charge: Hours ( to ) x £ For St Paul's there may also be a £20 key charge	Total cost: £
I have read and agree to the Terms & Conditions of hire and appropriate hall Fire Safety Considerations. Signed (hirer)  Date:	Signed (Hall booking secretary)  Date:

S t M a r y & S t P a u l , H e m e l H e m p s t e a d