

# Cusop Village Hall

Charity No. 1101354

## Application for the use/hire of Cusop Village Hall, Lower Mead, Cusop. HR3 5RW

1. Name of hirer (CAPITALS).....
2. Organisation.....
3. Address.....  
.....
4. Contact telephone number and email address.....  
.....
5. Date required .....  
Session(s) required    9am - 1pm    2pm-6pm    7pm - 11pm
6. Hire Fee: £15 per session for individual hire    £20 per session for commercial hire.  
Please make cheques payable to Cusop Village Hall.  
*In some circumstances a special deposit will be required. The deposit will be refunded within 28 days of the period of hire provided that no damage or loss has been caused to the premises and/or contents, nor complaints made to the village hall committee about noise or other disturbance during the period of the hiring as a result of the hiring.*
7. Purpose/description of hiring  
.....  
Is this a private or public event? .....
8. Agreement: In the event if this application being approved I undertake to ensure that the rules for letting of the hall are complied with and to pay the hire fee to the Booking Secretary. I also accept responsibility for the cost of the reinstatement of any damage caused to buildings, apparatus or other property that may result from the use of the premises for the purpose stated above. I also confirm that any electrical equipment to be provided and used by me is safe and I will not exceed the maximum permitted number of 50 people. I am aware that the hall has a music license but it is not licensed for the sale of alcohol. If I wish to apply for a Temporary Events Licence to sell alcohol I will consult the Bookings Secretary.
9. Consent. I consent to my contact details being retained by the Booking Secretary. **Yes/No**
10. **Signed** ..... **Date** .....
11. Your application and booking fee should be emailed to [villagehall@cusop.net](mailto:villagehall@cusop.net) with a bank transfer to account 73451534 sort code 20-98-68 or sent to: The Booking Secretary, Barfield, Cusop, Herefordshire HR3 5RD Tel 07791 081644