**Middleton on the Wolds Reading Rooms Hire Agreement**

Date:

Middleton on the Wolds Reading Rooms acting by its management committee and the person/organisation named below

**AGREED** as follows:

1. In consideration of the hire fee described in clause 1.4, the Reading Rooms agrees to permit the Hirer to use the premises of Middleton on the Wolds Reading Rooms for the purpose described in clause 1.5 for the period(s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.5 below and the answers to the questions in sub-clauses 1.5 and clause 2 are terms of this agreement. This Hiring Agreement includes the annexed Standard Conditions of Hire and any Special Conditions of Hire.

**1.1 Date(s) require**

Day(s) Date

Time Required (Hours) From

 Preparation Time

**1.2 Reading Rooms**

Authorised Representative Kath Bentley

19 Greenfield Road,

 Middleton on the Wolds

 YO25 9UL

 Telephone: 01377 217456

**1.3 Hirer**

(a) Name

(b) Organisation

(c) Name of Organisation’s Authorised Representative

Address

Telephone Numbers and email

**1.4 Hire Fee**

 Storage of equipment Yes/No

**1.5 Purpose/description of Hiring**

Will tickets be sold for your event? Yes/No

Is food to be provided/served at the event? Yes/No

1. Where a licensable activity will take place, the Hirer hereby acknowledges receipt of a copy of the conditions of the Premises Licence and/or operating Schedule for the premises, in accordance with which the hiring must be undertaken, and agrees to comply with the obligations therein
	1. Sale of Alcohol. If the hirer requires alcohol to be available for an event, you will need to seek written permission from the management committee by completing the appropriate forms.
	2. The Hirer agrees not to exceed the maximum of 50 permitted number of people including the organisers/performers.
	3. In order to hold a licensable activity on the premises not covered in this agreement a Temporary Event Notice (TEN) will need to be given to the licensing authority
2. It is hereby agreed that the Standard Conditions of Hire together with any additional conditions imposed under the Licensing (2.1) or that the Reading Rooms committee deem necessary shall form part of the terms of this Hire Agreement unless specifically excluded by agreement in writing between the Reading Rooms and the Hirer.
3. None of the provisions of this Agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Agreement.:

Signed on behalf of the Reading Room’s Management Committee.

Signed by the person named at 1.3(a) above or at 1.3(c) above, duly authorised, on behalf of the organisation named at 1.3 (b) above, where applicable.