



PURBECK YOUTH & COMMUNITY FOUNDATION

RENTAL AGREEMENT

Agreement no: _____

This rental agreement is between:

Purbeck Youth & Community Foundation (PY&CF)

Of: The Youth Centre

And :

Worgret Rd.

Wareham

BH20 5BG

Dorset

01929 552934

Contact no.:.....

E MAIL INVOICE TO.....

Signed on behalf of renter by:

name and signature: _____ **date** _____

Frequency m/w/s	Start Date	From Time	To Time	Rooms/facilities required	Rate	Total

By signing this agreement you: Agree to abide by the conditions and regulations stated overleaf and do hereby agree to indemnify Purbeck Youth & Community Foundation against any liability whatsoever which may arise out of the letting of premises to you. You also confirm that the appropriate third party insurance has been effected in accordance with the conditions of Hire stated overleaf and in the attachments from PYCF insurance company . Should you however, not be in possession of the above liability insurance, please put that on this form and also sign to say you have read the attachments from PY&CF insurers your signature, below indicates your acceptance of those conditions. If you intend to use the kitchen: You agree that all the Youth Centre equipment is in good order. If you bring food on site, the condition of that food is your responsibility. PY&CF takes no responsibility whatsoever for the food or its preparation

Signed on behalf of renter _____

CONDITIONS FOR THE HIRE OF PY&CF PREMISES

The Hirer shall be the person making the application for a letting and such person will be responsible for payment of all fees or other sums due in respect of the letting to the Hirer and for the observance of regulations imposed by PY&CF

DAMAGE, LOSS OR INJURY

1. **You are responsible to ensure we provide you by e mail, as the hirer, with a copy of the attachments from our insurers with this Hiring Agreement pointing out that you must comply with the Terms, Conditions and special requirements under the Public/Products Liability Section of the Policy – copy of this also attached.**

PROTECTION OF PREMISES AND MOVEABLE PROPERTY

2. Furniture and fittings shall not be removed or interfered with in any way. No fittings or decorating of any kind necessitating the driving of nails or screws into fixtures forming part of the school fabric will be permitted. In the event of any damage to premises or property the Authority shall make it good and the Hirer shall pay the cost of such reparation.

PUBLIC SAFETY

3. (i) The Hirer shall be responsible for the prevention of overcrowding such as would endanger public safety and for keeping clear all gangways passages and exits.
(ii) The Hirer shall be responsible for providing adequate supervision to maintain order and good conduct.

COPYRIGHT OR PERFORMING RIGHTS

4. The Hirer shall not, during the occupancy of the premises, infringe any subsisting copyright or performing right, and shall indemnify PY&CF against all sums or money which PY&CF may have to pay by reason of an infringement of copyright or performing right occurring during the period of hire covered by this agreement.

SUB-LETTING

5. The Hirer shall not sub-let to another person.

INTOXICATING LIQUOR

6. No intoxicants shall be brought on to or consumed on the premises without the prior approval of PY&CF Trustees
7. There is no smoking allowed anywhere on the school campus, Sports centre or Youth Club premises, except in an area set aside outside the Sports Bar.

DANCING

8. Use of materials for preparing floors for dancing is prohibited.

VACATION OF PREMISES

9. The Hirer shall ensure that premises are vacated promptly at the end of the letting, with minimum undue noise. Furthermore, the premises must be left in a clean, undamaged and tidy condition.

VARIATION OF SCALES OF CHARGES AND CANCELLATIONS

10 The Hirer acknowledges that the charges given overleaf may be increased in accordance with the rates from time to time published by the PY&CF of that the letting may be cancelled provided that in each circumstance at least 28 days notice either way is given

PY&CF

Booking Requirements

Please let us know what you would like us to provide on the occasion(s) of your booking **dated** -

Number of tables (approx 185cm x 76cm).....

Number of chairs (in addition to the fixed soft seating, sofas etc, we have 50 good quality fold up chairs).....

40 white mugs are available in the kitchen – these are kept in a box by fridge and to be washed, dried and returned

Please provide your own tea, coffee, milk, biscuits etc

Name of contact/person in charge on the day:

Contact number:

Please leave the rental space as you found it – brushes etc are kept in the cupboard by main door

For completion by PY&CF

Unlock/Lock up Club or Key arrangement:

Date form returned and entered on calendar:

Date and invoice number: