

Slaley Commemoration Hall Contract for the Hire of Portable Furniture, Crockery and Cutlery.

To be used at premises different to the Commemoration Hall.

Insurance

Any person wishing to hire the furniture, crockery and cutlery must have adequate insurance once the furniture, crockery and cutlery leave the Commemoration Hall premises. This insurance must cover the furniture, crockery and cutlery whilst in transit and while on premises different to the Commemoration Hall.

Hire charges and insurance cover as follows:	Quantity Available	Insurance Cover Value	Hire Charge
Tables - aluminium folding 6' length	14	£90.00 pi	£2.50
- aluminium folding 3' length	6	£40.00 pi	£1.50
Chairs - heavy duty plastic stacking chairs dark blue	100	£15.00 pi	£0.50
Tea Pots Stainless Steel 8-pint tea pots	2	£25.00 pi	£1.00

Crockery and Cutlery Place Setting

Dinner Plate; Soup Bowl; Desert Bowl; Side Plate; Cup; Saucer;

Fork; Knife; Dessert Spoon; Tea Spoon. 100 £10.00 ps £2.00 ps

Single items of crockery and cutlery £1.00 20p pi.

Gazebo (Market Stall) 2 £120 £20

Loss or Damage

Please report loss or damage, in writing, on return of items to Slaleych@gmail.com

Hire Agreement -I have read and agree to the terms and conditions above and confirm that the furniture, crockery and cutlery will be adequately insured against loss and damage (accidental or wilful) whilst in transit or while in use.

Hire charges to be paid by BACS to Slaley Commemoration Hall. Sort Code: 20 40 09. Account No 10808342

State venue where items are being used

The quantity of units required Tables: 6 foot..... 3foot

Chairs:

Teapots:

Place settings: Other:

Date & time items will be collected..... Date and time returned

Name of organisation (if applicable)

Print Name or Give Name of Organisation if you are their representative.....

Contact telephone number

Contact email

Print name

Signature Date

Please send the completed form to the Commemoration Hall Booking Clerks on Slaleych@gmail.com