

St Peter's C of E (Aided) Primary School

Station Road, Cowfold, Nr Horsham, West Sussex, RH13 8QZ

Hire of School Premises - Application Form

Name of Hirer:

Contact Name if Organisation:

Address of Hirer:

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Tel No: **Fax No:**

Date of Hire: **Time:** From To

Reason for Hire:

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Facilities Required:- Main Hall: Staff Room Kitchen Area: Over Head Projector:

Tables & Chairs: Television & Video: Swimming Pool

Insurance Details:

Do you have adequate insurance in respect of the liabilities and the loss or damage referred to in Conditions 6 and 7 of the Conditions of Hire of School Premises.

YES/NO

If YES, please provide a copy of your Public Liability Insurance document with this Booking Form.

If NO, the Hirer's Insurance arranged by West Sussex County Council will be arranged. The premium will be charged at 9% of the basic hire charge plus Insurance Premium Tax (IPT), levied at 5% of the insurance premium.

I have read and accept the Conditions of Hire of School Premises

Signature: Date: