

# EAST STOUR VILLAGE HALL

*Location: Back Street, East Stour, Gillingham, Dorset SP8 5JY (no post box)  
 Post to: Mrs S Squire, 12 Witch Close, East Stour, Gillingham, Dorset SP8 5LB  
 Registered Charity no. 301127*

## APPLICATION FORM / HIRING AGREEMENT

**Person Responsible** (min 18 years of age)

Address and Postcode

Telephone Numbers (incl. Mobile)

Hiring Organisation (if any)

**Day and Date Required**

**Times - From:** Opening Hall

**To:** Locking Up After Event

**Purpose of Hiring**

Approx. Number of People Attending

**Will Alcohol Be Available?** YES or NO

If Yes, an alcohol licence (“Temporary Event Licence”) must be obtained from North Dorset District Council **if alcohol is sold** (directly, or indirectly included in any way in a ticket price/entry fee) and the licence holder or authorised representative must be present throughout the hiring; a licence is not required if people bring their own alcohol

**Room(s) Required:** Main Hall                  Meeting Room 1                  Meeting Room 2                  Kitchen

Any Special Comments

**Hire Fee £                          plus Deposit    £    = Total Paid in Advance    £**

**Payment Method**        cheque / bank credit / cash.        Cheque payable to **East Stour Village Hall** and send to Mrs S Squire, 12 Witch Close, East Stour, Dorset SP8 5LB.        Bank credits to Lloyds Bank a/c 00063496, sort code 30-93-45

**Declaration by Hirer: I have read, understood and will observe the Regulations For Hirers**

**Signature of Hirer** **Date**

**Signature of Hiring Secretary confirming Hiring** **Date**

**After Event: Return of Deposit - Amount    £    **Date****

Comments

Village Hall Contacts

Hiring Secretary: Sheila Squire, tel: 01747 838488, email: [19she68@gmail.com](mailto:19she68@gmail.com)

Maintenance: Rod Dowding, tel 01747 838351, email: [aysgarth@lineone.net](mailto:aysgarth@lineone.net)

Treasurer: Rosanne Jacques, Homelands, Fern Hill, East Stour, Dorset SP8 5ND. Tel: 01747 838532

Secretary: Pauline Robinson, tel 01747 838229, email: [michael.robinson6@mypostoffice.co.uk](mailto:michael.robinson6@mypostoffice.co.uk)

Chair: Mary Dowding, tel 01747 838351, email: [aysgarth@lineone.net](mailto:aysgarth@lineone.net)