

FLITTON & GREENFIELD VILLAGE HALL
Bar Annex to Booking Form (single hire)

Office use only:	
Booking ref	
Date rec'd	

This form must be completed when use of the bar is required and returned to the booking officer along with the main booking form. The bar cannot be hired separately from the hall.

1. Bar Hire details

Contact name				
Email address				
Telephone nos. (incl. mobile)				
Description of function				
Date bar required (dd/mm/yy)				
Times bar required (hh:mm)	From:		To:	
Estimated number of adults attending				

2. Bar Hire Charges (based on above times and numbers)

(* please tick where applicable)

	*	Enter no. of hours / items			
Hourly rate before 18:00 hours			@ £13	=	£
Up to 50 people from 18:00 hours			@ £25	=	£
Over 50 people from 18:00 hours			@ £50	=	£
Corkage per item			@ £ 5	=	£
TOTAL BAR HIRE CHARGES					£

Additional Bar Hire Terms & Conditions:

- A. The premises are currently licensed to supply alcohol from 1100 until 2330.
- B. When the bar is hired, no drinks of any type (whether alcoholic or non-alcoholic) may be brought on to the premises and consumed without the prior agreement of the management committee.
 - i. If prior agreement is obtained: Corkage of up to £5 per item may be charged.
 - ii. If prior agreement is not obtained: Any drinks consumed which have not been purchased at the bar will result in forfeiture of the deposit.
- C. If specific beers, wines, spirits etc are required for consumption during the function, please contact Carl Lowe on 01525 861111 to discuss availability and cost. If the items requested are not entirely used, the remainder may be charged to the hirer if they cannot be used at other functions. If an item is not available and the hirer wishes to bring their own alcohol, the prior permission of the management committee must be obtained and corkage may be charged as per condition B(i) above.
- D. Alcohol shall not be served to any person suspected of being drunk or under the age of 18.
- E. If the bar has been booked, a minimum of 10 days' notice is required for cancellation. Otherwise, a charge will be levied to cover costs such as cancellation of staff.
- F. To hold a licensable event not covered by the hall's premises licence, it is the hirer's responsibility to apply for a Temporary Event Notice ("TEN") from the licensing authority; the written consent of the management committee is required before applying to the licensing authority for a TEN. Failure to do so will result in cancellation of the hire without compensation. A copy of the consent of the licensing authority must be provided to the management committee prior to the function.

Additional Declaration

I agree to abide by the above Bar Hire Terms & Conditions in addition to the Standard Terms & Conditions which form part of the main hire agreement.

Signed:

Date: