

# Harlington Baptist Church Hall Hire - APPLICATION

Updated: 1 September 2011



## Harlington Baptist Church Hall:

Name of Organisation: \_\_\_\_\_

Primary Contact Hirer: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Mobile: \_\_\_\_\_

Contact Address: \_\_\_\_\_  
\_\_\_\_\_

Description of Event: \_\_\_\_\_  
\_\_\_\_\_

**Harlington Baptist Church**  
High Street  
Harlington  
Middlesex  
UB3 5DG  
United Kingdom

**Harlington Baptist Church Hall**  
266 High Street  
Harlington  
Middlesex  
UB3 5DG

**Harlington Baptist Manse**  
323 High Street  
Harlington  
Middlesex  
UB3 5DG

020 8759 9583  
[www.HarlingtonBaptist.org.uk](http://www.HarlingtonBaptist.org.uk)

One Off  **or** Lease  Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ hrs.

Weekday(s) Mon  Tues  Wed  Thur  Fri  Sat  Sun

Facilities	Tick for Use	No. of Hours	List Cost
Hall with Stage, Kitchen and Multipurpose Room			£35.00 1 <sup>st</sup> Hour £20.00 Other Hours
Hall with Stage and Multipurpose Room			£30.00 1 <sup>st</sup> Hour £15.00 Other Hours
Hall with Stage			£25.00 1 <sup>st</sup> Hour £12.50 Other Hours
Multipurpose Room			£20.00 1 <sup>st</sup> Hour £12.50 Other Hours
First Floor Meeting Room			£20.00 1 <sup>st</sup> Hour £15.00 Other Hours
First Floor Office			£20.00 1 <sup>st</sup> Hour £10.00 Other Hours
Piano Hire Hall		-	£10.00
Piano Hire First Floor Meeting Room		-	£10.00
Video/Computer Projector Hire		-	£12.50
TV and VCR/DVD Hall or Multipurpose Room Hire 26 inch		-	£12.50
TV and VCR/DVD First Floor Meeting Room Hire 15 inch		-	£10.00
Overhead Projector Hire		-	£10.00
Audio System Hall Hire		-	£15.00
Storage		-	TBD

Is your organisation a charity?  Yes  No

Has your organisation used the premises before?  Yes  No

Please list one referral with contact details: \_\_\_\_\_

*Serving the Community of Harlington for Over 200 Years Through Christ*

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By signing this application you agree to the following:

- In the case of an activity involving children I/we agree to comply with the Government's suggested guidelines 'Safe from Harm'.
- I/we confirm that we will have Public Liability Insurance Cover of £2 Million before entering the facility for our event.
- I/we will provide a £100.00 deposit as a booking fee which I understand will be returned within 7 days after the event less any deductions for damages and/or cleaning.
- I/we understand that we will be charged £10.00 every 10-minutes we stay in the facility past our agreed upon rental time.
- I/we understand that a Church official must demonstrate fire safety rules prior to our event and that a minimum of 2 adults must be on the premise during the entire time of the event.
- I/we will abide and agree to all the Terms and Conditions of the hall hire.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_