



Kilmersdon Village Hall Hiring Policy

Kilmersdon Village Hall Management Committee (“the Committee”) welcomes bookings from individuals and organisations from the Parish as well as those from businesses and the public sector. All bookings are made through the Manager with referrals to the Committee at her/his discretion.

The Committee will review:

- All bookings referred to them by the Manager
- The hiring charges annually
- The Hiring Agreement annually
- The Hiring Policy annually

The Manager will:

- Ensure that contact details for booking the Hall are displayed on the external notice board
- Show new hirers around the Hall and explain the facilities available
- Ensure that all hirers have completed and signed the Hiring Agreement before the commencement of the booking
- At her/his discretion take a deposit for the key if given to the hirer

REVISED : 28th September 2015