



## LOANS VILLAGE HALL - APPLICATION FOR LET

### Details of Applicant/Lessee

Full Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Post Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_

### Details of Let requested:

One off Let: ...  Date: \_\_\_\_\_ Time: \_\_\_\_\_

Recurring Let:  Day of week: \_\_\_\_\_ Time: \_\_\_\_\_

Start date requested: \_\_\_\_\_

End date requested: \_\_\_\_\_

Estimated group numbers: Adults: \_\_\_\_\_ Children: \_\_\_\_\_

### Accommodation Required:

Main Hall: Yes/No Meeting Room: Yes/No Kitchen: Yes/No

Tables : Yes/No Chairs: Yes/No

### Description of Let:

Name of class/group/organisation \_\_\_\_\_

Describe activity and any equipment involved

Has an appropriate Risk Assessment been carried out? **Yes/No**

### Declaration:

I apply to Let Loans Village Hall on behalf of the above Person, Group or Organisation for the use of the accommodation specified and agree to abide by the Terms and Conditions of the Let for the Hall as part of the whole Let agreement.

**NB. I understand that I am responsible as the Lessee for the cost of the Let and for any damage incurred resulting from the Let.**

**Signature:-** \_\_\_\_\_

**Date:-** \_\_\_\_\_

# LOANS COMMUNITY CENTRE LTD

Loans Village Hall, 34 Main Street, LOANS KA10 7EX

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## LOANS VILLAGE HALL HIRE CHARGES FROM 1<sup>ST</sup> JANUARY 2023

Use of Main Hall on a regular basis.....£12.00 per hour

Children's Party ..£35 for up to three hours plus £12 per hour over that time.

Adult Functions...£45 for up to three hours plus £12 per hour over that time.

Meeting Room...(When in use) £8 per hour

Kitchen.....One Off charge if using cooker/ dishwasher.....£4.00

Costing for some larger events may be negotiable.

Please note that parts of hours will be charged at the full rate.

NB. The above charges will be reviewed as necessary over the coming year due to the present climate of heating and lighting costs, however LCCL will always strive to keep costs to customers as fair as possible.

Please scan/return the attached application form

to: [LoansHall@lifeinloans.org](mailto:LoansHall@lifeinloans.org)

or Loans Village Hall  
34 Main Street, LOANS  
KA10 7EX

