



BRAUNTON PARISH COUNCIL

Application form to hire Community Shared Space

This agreement is made between the **Braunton Parish Council** and the **Hirer** to use the Community Shared Space, located at the front of the Braunton Countryside Centre, for the purpose and the period described below.

Hirer

Name/Organisation.....

Address.....

.....

.....

Postcode..... Tel: no.....

Period of Hiring

Date	Day	Opening Time	Closing Time

Please use continuation sheet for block bookings

By signing this request to hire the Community Shared Space you are confirming that you have read and understood the terms and condition of hire. The Council will take seriously any breaches of the hire agreement.

Name of person responsible

(Block capitals).....

(Signature).....

Date.....

Insurance

The condition of hire states that your organisation should be appropriately insured.

Please confirm you have public liability insurance: Yes / No

Name of your insurers.....

Date of confirmation of being insured
(a copy of your insurance certificate is required)

Risk Assessment

Please confirm that you have carried out a risk assessment: Yes / No
(a copy of your risk assessment is required)

The Hirer Agrees

- To be present during the hire of the Community Shared Space.
- To ensure your event is appropriately insured.
- **To adhere to the no-smoking policy.**
- To ensure that the facility is used for the purpose stated on the booking form.
- To leave the Community Shared Space in a clean and tidy condition.
- That recompense will be made to the Council for any damage to the area that has occurred during your use.

The Council reserve the right to stop all events where they believe there is a breach of the policies.

Bookings Contact details.

**Braunton Parish Council
Chaloners Road
Braunton
Devon
EX33 2ES**

Telephone Number: 01271 812131
Email: info@brauntonparishcouncil.gov.uk