

CHURCH COPY

HUNTINGTON METHODIST CHURCH

HIRING OF ROOMS

**Room(s) Booked: CHURCH * LARGE MEETING ROOM * SMALL MEETING ROOM *
KITCHEN**

Delete as applicable

I/we undertake to comply with the Conditions of Hiring (see reverse of this sheet) and as displayed on the Notice Board in the Large Hall. I/we agree to indemnify the Church Council in the event of loss or damage to the Church premises or contents and in the event of any claim arising from my/our use of the premises.

Name: _____

Organisation (if applicable): _____

Address: _____

Nature of use: (eg children's party): _____

Telephone No: _____

Signature: _____ **Date:** _____

1. The above named person shall be responsible for the return of the key immediately after use.
2. The above named person shall be responsible for ensuring that all lights are out and all doors are locked when premises are vacated.
3. The above named person shall be responsible for ensuring all rubbish is removed from the premises immediately after the event and that the premises are left in a clean and tidy state.
4. Any breakages to be reported immediately when the key(s) is/are returned.

SAFEGUARDING USERS DECLARATION

The Methodist Church is obliged to comply with the Home office Code of Practice, *Safe from Harm*, which is pursuant to the Children Act (1989) and also with its own Safeguarding Policy. Huntington Methodist Church Council request that those who use or hire its premises for regular or occasional use declare their familiarity with the above.

It is the Safeguarding policy of Huntington Methodist Church that:

No one who has been convicted of or has received a formal police caution concerning an offence against children as listed in the First Schedule of the Children and Young Person's Act 1933 shall work with children or young people.

I declare that I am familiar with the Home Office Code of Practice, Safe from Harm and the Safeguarding policy of the above church.

Signature: _____ **Date:** _____

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