

ASSUMPTION GRAMMAR SCHOOL

APPLICATION FOR THE HIRE OF SCHOOL FACILITIES

PART A (To be completed by the applicant)

(i) Name and address of applicant:			
(ii) If you are acting on behalf of a club or organisation Name and address of club or organisation:			
(iii) Name and address for invoice ie person responsible for making payment for hire: Contact telephone number: Mobile number:			
Details of facilities required:			
Sports Hall (600 sq meters)	<input type="checkbox"/>	Grass Pitch	<input type="checkbox"/>
Changing accommodation (inc. shower facilities)	<input type="checkbox"/>	MUGA Area	<input type="checkbox"/>
3G Pitch	<input type="checkbox"/>		
Flood Lighting	<input type="checkbox"/>		
Other (please specify)			
Purpose for which facilities are required:		Sport/Physical Activity <input type="checkbox"/> Lifelong Learning <input type="checkbox"/> Other* <input type="checkbox"/>	
If Other* (please specify)			
Period of use:	to		
Number of days:	Day:		
Frequency	Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly <input type="checkbox"/> Other (specify) 		
Times of use	Morning		Afternoon
	Start	Finish	Start
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Start
		Evening	Start
		Start	Finish
		<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Expected numbers:		Age group:	

Please note that no guarantee can be given that dates and times requested will be allocated

PART B

Charge for the private hire of facilities			
3G Pitch (With Floodlights)		Rate per Hour	£85.00
3G Pitch (No Floodlights)		Rate per Hour	£72.50
Sports Hall Muga		Rate per Hour	£40.00
		Rate per Hour	£35.00
Grass Pitch	Up to a maximum of 2 hrs		£55.00
Changing Facilities		For period of hire	£20.00
Fitness Suite	Not currently available		
Additional information*			

PART C *(To be completed by applicant)*

I confirm that I have received and read a copy of the Terms and Conditions of Hire ☐

I undertake to comply with the Terms and Conditions of Hire affecting the use of educational premises ☐

I agree to the current hire charges and hereby undertake to be responsible for the charges and costs incurred ☐

I have Public Liability Insurance with a minimum cover of £10,000,000 ☐

Signed: _____ Position: _____ Date: _____

Completed forms should be forwarded to the Bursar's Office and a copy retained for your records

PART D *(To be completed by the school if proposed hire is approved)*

I confirm the approval of the Private Hire of Premises as set out in Part A and B

Signed: _____ Designation: _____ Date: _____