

Martham Parish Council

Community Centre, Playingfield Lane, Martham, Norfolk, NR29 4SP

Telephone: 07736917769 Office: 01493 749938

Clerk: Stacey Kent clerk@martham.gov.uk

www.marthampc.org.uk

Permit for Marquee Hire

Martham Parish Council owns a marquee measuring 12 metres x 6 metres for hire to local organisations. If you would like to hire the marquee please fill in the details below and return this form to the above address.

Contact name and address:
Name of Organisation:
Date(s) the marquee will be used:
Where will the marquee be erected/used?
Purpose of hire:

TERMS OF USE

- Hire charges must be paid before the marquee is collected. Cheques must be made payable to Martham Parish Council. Cost £25.00 – charities, £50.00 - Local organisations, £75.00 - individuals. Proof of identification will be necessary.
- The hirer undertakes to collect the marquee and return, dry, undamaged and folded, at an agreed time.
- The hirer will be responsible for erecting and taking down the marquee, a minimum of 6 people will be required for this. (Instructions will be given for your reference)
- Charities and Organisations must provide Insurance to cover the cost (£1500) of replacing the marquee in the event of damage or destruction. A copy of the insurance document must be provided.
- Martham Parish Council holds no responsibility for damage to or loss of property arising from the use of the marquee.
- Martham Parish Council holds no responsibility for any injury that may occur to organisation members or members of the public when using the marquee.

I/we agree to adhere to the terms of hire of the marquee.

Signed:

(email signature is acceptable)

Please print name:

Date:

Please return this form along with your payment and copy of insurance to Parish Clerk at clerk@martham.gov.uk