

**Royston Town F C**  
**Clubhouse Hire Agreement**  
**8a Garden Walk Royston Herts SG8 7HP**



**Date of Agreement** .....

Parties (1) Royston Town FC as named in clause 1.2 acting by its management committee known as RTFC  
(2) The person or organisation in clause 1.3 (Hirer).

**Agreed as follows:**

described and for the period described. The details inserted below are terms of this agreement. The Hire includes the Standard Condition attached Standard Conditions of Hire and Special Condition of Hire (if any) set out in the attached schedule.

**1.1 Date(s) required:** .....

**Start time**..... **Finish Time**.....

but match day supporters may still be in the clubhouse until 7.00pm)

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**1.2 Royston Town Football Club**

- (a) Authorised Representative: Suzanne Norman
- (b) Address: 8a Garden Walk Royston Herts SG85HP
- (c) Telephone: 07795 820127

**1.3 Hirer**

- (a) Name:.....
- (b) Organisation:.....
- (c) Address:.....
- .....
- (d) Telephone.....

**1.4 Hire Fee:** .....

**Non refundable Deposit:** .....

**Damage Deposit:** .....

This will be refunded within 28 days of the period of hire provided that no damage or loss has been caused to the premises and/or contents nor complaints made to RTFC regarding noise or other disturbance during the period of hiring as a result of the hiring. If no special deposit has been provided, Hirers will be invoiced for the cost of the damage or loss caused to the premises and/or contents during the period of the hiring.

**Door Supervisor Fee:** .....

(2 S.I.A approved Door Supervisors are mandatory for all 18th and 21st birthday parties and at the discretion of RTFC for all other functions)

The Deposit and Damage Deposit is due on Booking.

The remaining Hire fee is due 10 days before the Event.

**Total Due** .....

**Deposits paid** .....

**Balance due 10 days before event** .....

