



# Petworth Town Council

## HAMPERS COMMON, PETWORTH LETTING AGREEMENT

**THIS AGREEMENT** made on the \_\_\_\_\_ between Petworth Town Council  
(hereinafter called "the Council") of the one part and \_\_\_\_\_

**Name:**

**Trading as:**

**Postal address:**

**Email address:**

**Tel number:**

**Mobile number:**

**Insurance company provider:**

**Policy number:**

Please provide a copy of your insurance with your completed agreement application.

(hereinafter called "the Lessee") of the other part, whereby the Council agrees to hire the area of land called Hampers Common, Petworth.

Date(s) of hire:	
Length of hire:	
Cost of hire <b>per day</b> : £50 (£30 for a registered charity)	
Total hire cost:	

The conditions of hire can be found overleaf.

**As part of this agreement the Lessee agrees to the following conditions:**

- a) This agreement is to be signed and returned as soon as the booking is made in order to hold the date agreed.
- b) The total payment for the booking is to be made **no later than 8 weeks** before the hire date.
- c) Hampers Common is an area of grassland and as a consequence is highly affected by weather conditions. Petworth Town Council reserve the right to cancel this hire with a minimum of 48 hours' notice should the decision be made that holding an event on the ground would have a severely detrimental effect.
- d) The Lessee agrees to leave the site in a clean and tidy state.
- e) The Lessee agrees to vacate the site within 6 hours of the end of the booking date(s). Should the Lessee need longer than this time they will need to pay for an additional day's hire.
- f) Any damage to the ground surface or trees on the site is to be rectified to the level at which the site was found at the commencement of the booking. A member of the Council will visit the site at the commencement of the booking to ascertain the condition of the site. Should the site not be found in the same state after the booking, the Council will get a contractor to carry out the remedial works and the invoice for this will then be sent to the Lessee for settlement.

I (insert name here).....

of (enter business name).....

agree to accept the above conditions from Petworth Town Council.

Signed .....

Date .....

Petworth Town Council agrees to accept the hire of Hampers Common by the Lessee named above.

Name.....

Position on Council .....

Signed .....

Date .....