



# LETTINGS POLICY

- We do not wish to let the premises as a commercial venture but are quite happy to let for the benefit of local community groups.
- Each letting will be considered on an individual basis.
- The conditions on Letting Form Application/Invoice will apply to all lettings.
- The rates for lettings are continually monitored and will be reviewed regularly by the members of the finance sub committee (governors).
- All hirers should produce proof of adequate Public Liability Insurance at a minimum of 1 million pounds. Insurance can be obtained from the Herefordshire Council at the time of booking at an extra cost.
- All hirers will be given a leaflet setting out fire procedures, position of fire exits and extinguishers, first aid arrangements and the location of the nearest public telephone.

## LETTINGS CHARGES

Friends of Eardisley School

Free

Other Groups – according to charges shown in Appendix 2 & 7 of the County's letting arrangements or by agreement with the Governors' Finance Committee.

Summer	Hall plus toilets for 2 hours	£2.50
	Caretaker's fee	£8.90
	Plus 30% of Caretaker's fee	£2.67
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	£	14.07
Winter	Facilities as above	£5.50
	Caretaker's fee	£8.90
	Plus 30% as above	£2.67
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	£	17.07

Signed ..... Chair of Finance Governors  
September 2023