



## APPLICATION FOR LETTING

We/I wish to make an application for the use of the facilities at Wolgarston High School for the following

Purpose: \_\_\_\_\_

DATE \_\_\_\_\_ START TIME \_\_\_\_\_

DURATION OF LETTING \_\_\_\_\_

FACILITIES REQUESTED \_\_\_\_\_

We/I agree to abide by the Conditions of Use specified in the attached documentation.

\*Public Liability insurance is being provided by the County Council's Third Party Hirers' Insurance Policy. I can confirm that I have read the Summary of Cover and fully understand the nature of the insurance being provided including the policy conditions and exclusions which apply.

\*Public Liability insurance is NOT being provided by the County Council's Third Party Hirers' Insurance Policy. Therefore, I can confirm that I have arranged Public Liability insurance in the name of the individual / organisation hiring the school premises for a limit of indemnity of at least £2,000,000.

**\*delete as appropriate**

- I/we accept the Conditions of Letting
- I/we undertake to obtain a Public Entertainment Licence, if one is necessary, and to comply with all its terms and conditions
- I/we have read and undertake to comply with all the terms and conditions of the Public Entertainment Licence applicable for these premises

Signature of Person Requesting this letting .....

Please print name .....

Address.....

Tel. Number.....

Email Address.....Date.....

I HAVE READ THE CONDITIONS OF LETTINGS  Please tick box

Please return to, **Lettings, Wolgarston High School, Cannock Road, Penkridge, Stafford ST19 5RX** or send you application by e-mail to [office@wolgarston.staffs.sch.uk](mailto:office@wolgarston.staffs.sch.uk)

Acceptance signature from the school confirming the letting agreement –

Sign \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_

