

THE LOPPING ENDOWMENT

Registered Charity No. 228236 Dated 16th August 1881

LOPPING HALL, 189 HIGH ROAD, LOUGHTON, ESSEX IG10 4LF

Tel: 020 8508 1660

Get-in Agreement – Hirer's copy

Hire Organisation	
Name of responsible person	
Phone number	
Dates covered by the letting	

The Lopping Hall Production Pack contains information that must be complied with as a condition of hire of the hall.

The Hall and associated rooms must be left in the condition that they were found.

HIRER - Please note any areas that are of concern to the hirer, prior to occupation.

LOPPING HALL - Additional requirements

The Rear Foyer must remain locked during the performance

Declaration by the hirer

I have read the Lopping Hall Production Pack and understood the contents and completed the checklist. I have noted the additional requirements above and will comply with any requests therein.

Signature

Date

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Tel: 020 8508 1660

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Phone number	
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