IDEN VILLAGE HALL

Terms and Conditions of Hire

1. **The Hirer** is responsible, during the period of hire, for the supervision

of the premises, the fabric and contents, their care, safety from damage

 however slight and the behaviour of all persons using the premises in

 whatever capacity. In addition, the proper supervision of car parking (at

 owners risk) including leaving the highway and private entrances clear of

 obstruction.

1. **Age restriction** if the hirer is **under 25 years of age** the adult acting

as guarantor will meet the following conditions: will be deemed in charge and **present at all times** for the period of hire and ensure that all the

relative conditions of hire, management and supervision are met unless an

alternative agreement has been made with the management committee.

1. **Loss or damage** The hirer is liable for the cost of repairing any damage

to any part of the premises, contents or curtilage during the hire period – **please also refer to paragraphs 15,22,26 and 27.**

1. **Hirer’s property** All items brought into the hall and its curtilage, and

not owned by Iden Village Hall or its employees are at the owners risk.

1. **Usage** The hirer agrees not to sub-hire, use, or allow to be used, the

premises for any unlawful purpose or way.

1. **Alcohol** The hall is not licensed for the sale of alcohol so the hirer is

responsible for applying for any license(s) required and shown to the booking clerk **prior to the event.**

1. **Publicity** The hirer agrees not to publicise their event on any social

networking or similar sites without prior agreement from an officer of

Iden Hall Committee.

1. **Fly posting** The hirer agrees not carry out or permit fly posting or any

other form of unauthorised advertising for their event at the hall and in breach of this condition, will be liable for any proceedings or claims arising.

1. **General or local elections** The committee reserves the right to cancel a

hiring in the event of the hall being required for use as a polling station. In which case, the hirer would have any fee or deposit refunded.

**10 Fire precautions** Fire regulations affecting the hall must be adhered to. Please note the position of the fire extinguishers and fire blanket. Maximum number of persons allowed on the premises is 140. Emergency lighting and exit signs must not be covered while the hall is in use.

1. **Single hire agreement** If a booking is cancelled prior to the event and

the committee cannot find a replacement booking then the forfeiture or return of any deposit will be at their discretion.

1. **The kitchen** Persons under the age of 16 are not allowed into this area

(Rother D C regs.) The kitchen, crockery and all utensils must be left in a clean, tidy and fit condition to avoid a cleaning charge. All **refuse** must be removed otherwise a charge will be made for disposal.

1. **In the event** of the hall being rendered or considered unfit for use by

the hirer, the committee shall not be liable for any resulting loss or damage.

1. **The right to decline** The committee reserves the right without reason

 to decline a booking or use of the equipment.

1. **End of hiring** The hirer must leave the hall and curtilage clean, tidy and

properly secured unless directed otherwise. All contents should be returned to their original location.

1. **Deposit** A refundable deposit of £100.00 is required when booking the

 hall. This is against damage, waste disposal and any additional cleaning.

1. **Disruption** all users must respect the local amenities and keep noise to

a minimum especially when leaving the premises late at night.

1. **Hire periods** The hall and curtilage is available for hire between 08.30

 a.m. and 23.45 p.m., 7 days a week and must be vacated by 23.45 (with

 the exception of New Year parties when the premises and curtilage must be

 vacated by 00.30) Other times by arrangement with the booking clerk.

1. **Smoking** is permitted in the curtilage but **not** within the hall. Please

dispose of cigarette ends in the receptacles provided.

1. **Discos** Hirers planning a disco should keep noise to a reasonable level

and cease by 23.45 p.m. Please liaise with the booking clerk before booking a disco or DJ. No availability on Sundays. (**See condition 23**).

1. **Fireworks** there is no insurance cover for pyrotechnics either from the

curtilage or within the hall.

**22 Barbecues** are not permitted as we have no insurance cover for their use.

 **23** **Repeat hire** Any agreement for regular/ repeat hire may be terminated

by either party giving one calendar months notice. In addition, the committee reserve the right to terminate any agreement with immediate effect for a breach of these terms and conditions.

 **24** **Electrical equipment** Hirers may use their own equipment **provided** it

has a current test certificate and is used entirely at the **owner’s risk.** The committee accepts no responsibility for any loss or damage to hirers or their agents equipment however caused. The circuit breaker (which can be found inside the white wall cupboard in vestibule) will trip if any faulty equipment is connected or a circuit overloaded.

 **25 Bouncy castles** For reasons of safety and insurance they are **strictly**

 **prohibited** (with the exception of supervised soft play equipment) both

 within the hall and curtilage. Use will result in the **forfeiture of the deposit**

and the committee absolves themselves of any liability resulting from claims

 for injury or damage, however caused, arising from their use. The committee

 reserves the right, in addition to retention of the deposit, to claim

 compensation (**condition 3**) for any damage.

 **26 Compliance with the children act 2008** The hirer **shall ensure** that

 any activities for minors or vulnerable adults comply with the provisions of

 the Children Act 2008. That only fit and proper persons who have passed a

 DBS check have access to them. Upon request, the hirer shall provide the

 Committee with a copy of their child protection policy.