

Conditions of Hire for Freckleton Village Hall

1. The Hirer will be responsible for the supervision and care of the premises, their fabric and contents, during the period of hiring.
2. The Hirer will be responsible for the supervision, care and behaviour of all the occupants of the hall during the period of hire.
3. It is the responsibility of the Hirer to setup the rooms in the format required prior to the commencement of the hiring and at the end of the hiring to ensure that the premise, on leaving is left in a clean tidy condition, **doors properly locked and secured**, and any furniture temporarily removed from their usual positions properly replaced. **All rubbish should be bagged up and placed in the outside bin store. Any additional cleaning necessary will be charged to the hirer.**
4. It is the responsibility of the hirer to ensure that they are fully conversant with the Fire & Evacuation procedures of the hall prior to commencement of the hiring.
5. The Hirer must not use the premises for any purpose other than that described in the hiring agreement and shall not sublet the premises. They shall not use or allow the premises to be used for any unlawful purpose or in any unlawful way. They shall not do, or bring onto the premises anything, which may endanger the premises or render invalid any insurance policies relating to the premises.
6. The Hirer shall be responsible for obtaining such licences as maybe needed whether from the Performing Rights Society, Phonographic Performance Ltd etc or otherwise.
7. The Hirer shall insure that nothing is done on or, in relation to, the hall in contravention of the law relating to gaming, betting and lotteries.
8. The Hirer shall comply with all conditions and regulations made in respect of the hall by the Lancashire Fire Authority, Fylde Borough Council or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays.
9. The Hirer shall, if preparing. Serving or selling food observe all relevant health and hygiene legislation and regulations.
10. The Hirer shall ensure that the electrical appliances brought into the hall and used there shall be safe, in good working order, and used in an appropriate manner.
11. The Hirer Shall indemnify the committee for the cost of repair, or any other damage done, to any part of the hall, (including the curtailment there of) or the contents of the hall, which may occur as a result of the hiring.
12. If the Hirer wishes to cancel booking they must do so at least a week prior to the event otherwise they may incur the cost of hiring the hall. **Hire payment by cash or bank transfer is due 7 days prior to hire or before key is handed over. Regular users are invoiced monthly/quarterly.**
13. In the event of the premises being rendered unfit for the use for which it has been hired, the Committee shall not be liable to the hirer for any resulting loss or damage whatsoever.
14. The Committee reserves the right to refuse a booking without notice or to cancel the hiring agreement at any time before or during the term of the agreement upon giving 7 days' notice in writing to the hirer, and any monies shall be returned.
15. **Hirers bringing in a Bouncy Castle must obtain permission from us in the first instance and ensure they have adequate personal liability insurance, a copy of which must be made available for our records prior to the date of hire. Our policy does not offer any cover in respect to accidents related in any way to Bouncy Castles.**
Freckleton Village Hall Management Committee.

Date of Hire: Agreed time/hours of use: Amount Payable:

Name of Hirer: Address:

phone: email:

Signed: Date:

Signing this means you have agreed to abide by the Conditions of Hire.

BACS PAYMENT DETAILS

Freckleton Village Memorial Hall Charity. Nat West Bank 01-04-84 Account Number 74877216