

Security Deposits

Depending on the intended activity of the hire, a security deposit **MAY** be requested prior to confirmation of the booking. All bookings must end at **10.00pm** and the hall must be cleaned and cleared by **10.30pm**.

A security deposit **WILL** be required for any hire that is for any party or party-type event. Please see scale of charges below.

| SECURITY DEPOSITS FOR PARTIES | |
|--------------------------------------|---|
| CHARGE | AGE-GROUPS |
| £100.00 | 0 to 12 year-olds |
| £250.00 | 13, 14 and 15 year-olds |
| £500.00 | 16 to 24 year-olds |
| | ANY party from 4pm on Friday, Saturday or Sunday |
| £100.00 | 25 year-olds and over |

Any security deposit required will appear on your invoice, together with the hire charge and details of how and when to pay.

Security deposits are to be paid together with the balance of the hire charge **14 days prior to your booked party/event**. Failure to pay the balance of your hire charge and any required security deposits will result in **CANCELLATION** of your booking, which will be removed from our online calendar. Any initial deposits will not be returned.

The security deposit will be held against:

- *damage to any fabric or part of fabric to the premises*
- *any breakages*
- *any missing or damaged equipment*
- *any costs incurred by the Hall due to additional cleaning time found to be necessary*

Any costs incurred as a result of any of the above, in excess of the value of the security deposit, will be invoiced to the Hirer. Any such works will be completed by a contractor chosen at the sole discretion of the Trustees of the hall. Security deposits will be returned to the hirer in full or in part within 3 working days following the end of the hire following a full inspection of the premises by the caretaker. Security deposits may be forfeit in part or in total depending on any resultant damage that incurs repair costs or additional cleaning costs to the hall.