

Security Payments

Depending on the intended activity of the hire, a security payment **MAY** be required for an amount agreed with the Booking Secretary prior to confirmation of the booking.

A security payment **WILL** be required for any hire that is for a party. Please see scale of charges below.

SECURITY PAYMENT 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 (inclusive)
£100.00	25 year-olds and over

All security payments must have cleared the current account of High Wych Memorial Hall before confirmation of a booking can be made. Security payments are to be made payable to: High Wych Memorial Hall

The security payment 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 payment 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 payments 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 payments may be forfeit in total depending on any resultant damage that incurs repair costs or additional cleaning costs to the hall.