



St. Andrew's Parish Hall

Standard Conditions of Hire for Regular Hire

1. THE HIRER shall book dates in advance using the online calendar. Fees must be paid at least one week before the first day of hire. If the Hirer wishes to cancel a date the PCC requires notice of one week. In the event of the PCC cancelling the booking all fees paid by the Hirer shall be refunded.
2. THE HIRER shall provide waste bags and ensure that any and all rubbish is removed from the premises, and taken away, and not put in the wheelie bins belonging to the premises.
3. THE HIRER shall during the period of hiring, be responsible for supervision and security of the premises, protection of the fabric and contents from damage, and the behaviour of all persons using the premises, including proper supervision of car parking arrangements (if any) so as to avoid obstruction around the church and hall buildings, and access for neighbouring properties. Please read parking information supplied separately.
4. THE HIRER shall be responsible for obtaining any local authority or other licences necessary in connection with the booking, other than those (if any) already held by the PCC.
5. THE HIRER shall be responsible for making adequate arrangements to insure against any third party claims which may lay against the Hirer or his/her organisation whilst using the premises.
6. THE HIRER shall be responsible for the observance of all regulations affecting the premises imposed by the Licensing Justices, the Fire Authority and the Local Authority or otherwise.
7. THE HIRER shall not sub-let or use the premises for any unlawful purpose or in any unlawful way or do anything or bring onto the premises anything which may endanger the premises, their users, or any insurance policies relating thereto.
8. THE HIRER shall indemnify the PCC in respect of the cost of repair of any damage done to any part of the premises including the curtilage thereof or the contents of the building during, or as a result of, a booking and in respect of any liability to third parties or otherwise arising out of the use of the premises pursuant to the booking.

9. THE HIRER shall, if selling goods on the premises, comply with all relevant fair trading laws and any local code of practice issued in connection with such sales.
10. THE HIRER acknowledges that no tenancy is intended to be created between the PCC and the Hirer and no relationship of landlord and tenant exists between them.
11. THE HIRER is reminded that they are responsible for any accident or injury arising out of the activity for which they have hired the premises. It is the responsibility of the hirer to ensure that the premises are safe for the purpose for which they intend to use them. THE HIRER must, in the event of an accident, complete the accident book located in the kitchen area.
12. THE HIRER shall abide by the PCC Safeguarding Policy.
13. THE HIRER shall leave the premises clean and tidy, and in the same condition as you find it.