

Uplands Community Centre Conditions of Hire

- The hirer will be given details regarding how to access the premises half an hour before hire period. This will be given via text message so contact details must be given at time of booking.
- The hirer will be responsible, during the period of hire, for the supervision of the premises. This included the contents of the venue, and behaviour of all persons using the premises.
- Any damage caused during the hire period will be invoiced to the hirer. This includes damage to the hall, kitchen and toilet areas. Hirer should inform the committee as soon as they are aware of any damage.
- The hirer shall not use the premises for any purpose other than that described in the hiring agreement. They shall not sub-hire or use the premises for any unlawful purpose.
- Any outside hire such as disco or bouncy castle will be required to hold appropriate insurance to cover the hire. This may be requested from the committee before your hire period.
- We do not allow hire for under 18s, and do not permit 16th, 18th or 21st birthday parties. Should hire of the premises be found for one of these reasons you will be asked to leave immediately and will not receive refund for lost hire period.
- The hirer shall pay non refundable deposit of £20 with 2 weeks of invoice. Full balance due 4 weeks before hire period. If cancelled within 4 weeks of hire the committee may consider refunding all or part of the monies paid.
- The hirer shall ensure that a minimum level of noise is made on arrival and departure, as well as during the hire period.
- Music must be kept to an acceptable level so as not to disturb local residents.
- At the end of hire the period the hirer shall be responsible for leaving the premises in a clean and tidy condition. This includes returning tables and chairs to the relevant storage cupboard, floor swept and any food removed from the premises. If cleaners have been booked then the hirer is requested to remove food from the premises.
- The hirer shall be responsible for obtaining any relevant licences needed outside of what is held by the premises.
- The hirer shall ensure that nothing is done on or in reactions to the premises in contravention of the law relating to gaming, betting and lotteries.
- The hirer shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority or similar. This includes knowledge of the location of emergency exits, break glass points and keeping all fire exits clear and fire doors closed.

- The hirer shall not bring alcohol onto the premise, except by prior agreement from the committee.
- Bar - should the hirer require the bar to be open this must be noted on the booking form. The hirer must comply to all rules and regulations regarding alcohol. The bar can refuse service and may choose to close if any of these is not complied with.
- The hirer shall ensure no dogs, except guide dogs, are brought onto the premises.
- The field is not to be used unless stated at time of booking and the applicable rates charged.
- 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.

The hirer shall ensure any electrical appliances brought by them to the premises and used shall be safe, in good working order and be used in a safe manner according to Electricity at Work Regulations 1989.

The committee cannot accept responsibility for damage to, or the loss or theft of, centre users property, possessions & effects.

Cars shall not be parked so as to cause an obstruction to the entrance to, or exits from the centre, or to the gate to the main field. The committee cannot accept responsibility for damage to, or the loss or theft of the centre users property and effects, theft of vehicles and possessions.

Users of the centre must comply with the equality act 2010. They must ensure that the community centre is open to all members.

The hirer shall, if selling goods on the premises, comply with Fair Trading laws and any code of practice used in connection with such sales. In particular, the hirer shall ensure that the prices of goods and services are displayed .