

# LANDFORD VILLAGE HALL

*Registered Charity No. 1054017*

## STANDARD CONDITIONS OF HIRE

If the Hirer is in any doubt as to the meaning of the following, the Booking Secretary should be consulted.

For the purposes of these Conditions, the term Hirer shall mean an individual Hirer or, where the Hirer is an organisation, the authorised representative. Where an organisation is named in the Hiring Agreement, that organisation shall also be considered the Hirer and shall be jointly and severally liable hereon with the person who signs the Hiring Agreement.

1. The HIRER will, during the period of the hiring, be responsible for the supervision of the premises, the fabric and the contents, their care, safety from damage however slight, or change of any sort, and the behaviour of all persons using the premises whatever their capacity including proper supervision of car parking arrangements so as to avoid obstruction of the highway.
2. The HIRER shall not use the premises for any purpose other than that described in the Hiring Agreement and shall not sub-hire or use the premises or allow the premises to be used for any unlawful purpose or in any unlawful way nor do anything nor bring onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof nor allow the consumption of alcoholic liquor thereon without permission.
3. The HIRER shall be responsible for obtaining such licences as may be needed whether for the sale or supply of intoxicating liquor, or from the Performing Right Society, or from Photography Performance Ltd. or otherwise and for the observance of the same.
4. The HIRER shall ensure that nothing is done on or in relation to the premises in contravention of the law relating to gaming, betting and lotteries.
5. The HIRER shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, the Local Magistrates' Court or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays.
6. The HIRER shall, if preparing, serving or selling food, observe all relevant food health and hygiene legislation and regulations.
7. The HIRER shall ensure that any electrical appliances brought to the premises and used there shall be safe in good working order, certified safe by a qualified electrician and used in a safe manner.
8. The HIRER shall indemnify the committee for the cost of repair of any damage done to any part of the property including the curtilage thereof or the contents of the building which may occur during the period of the hiring as a result of the hiring.
9. If the HIRER wishes to cancel the booking before the date of the event and the committee is unable to conclude a replacement booking, the question of the payment or repayment of the fee shall be at the discretion of the committee.

10. The HIRER shall ensure that the minimum of noise is made on arrival and departure.
11. The HIRER shall ensure that no dogs except guide dogs are brought into the Hall.
12. At the end of the hiring, the HIRER shall be responsible for leaving the premises (including the Toilets) and surrounds in a clean and tidy condition, properly locked and secured. All rubbish should be placed in suitable bags and placed in the wheelie bin located in the car park to the side of the Hall (situated to the left from the front door). All spillages shall be wiped up, tables and chairs cleaned as necessary, tables folded and stored away, floor and surrounds swept and the whole left clean and tidy. Make sure that all doors and windows are shut, windows secured and doors locked, all lights extinguished and the external doors locked and secure. The keys are to be put through the letterbox alongside the front door
13. The COMMITTEE reserves the right to cancel any hiring in the event of:
  - the Hall being required for use as a Polling Station for a Parliamentary or Local Government Election or bye-election;
  - if in the opinion of the Committee they have been misled in the Hiring Application;
  - if in the opinion of the Committee the hiring is liable to cause a breach of these or other statutory regulations.

In the event of cancellation by the Committee the Hirer shall be entitled to a refund of any deposit or fee already paid.

14. IN THE EVENT of the Hall or any part thereof 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.
15. The HIRER shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act 1989 and that only fit and proper persons have access to the children.
16. NO NAILS, TACKS, SCREWS, PINS or other like objects shall be driven into any part of the Hall structure. Placards or notices shall only be affixed using adhesive tape or re-usable adhesive (i.e. "Blu-Tac").
17. A NO SMOKING POLIC has been in force within the premises since July 2007.
18. ACCIDENTS OR INJURY must be reported to a member of the Committee and the details recorded in the Accident Book (located in the Servery) in accordance with the Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 1995 (RIDDOR).  
  
1<sup>st</sup> AID BOXES are located in the Servery and the Blue Room.
19. ALL TABLES AND CHAIRS in the storage room may be used by the Hirer but must be returned there in a CLEAN CONDITION. No chairs or tables are to be left in the Hall after a hire. All children's play equipment and gymnastics equipment stored in this room is not the property of the Hall and therefore must not be used.

## UNFAIR CONTRACT TERMS ACT 1977

The Management Committee does not accept any liability for the loss of or damage to any vehicles or their contents and other articles temporarily or indefinitely left in the Hall or on land under the control of the Committee by any person whether a bona fide user thereof or not except insofar as negligence under the above Act or liability under any other Act or at common law may be proved against the Committee.

The Management Committee asks for the Hirer's co-operation in the following matters:

- The residents of Brookside, Landford, would appreciate it if patrons of the Hall did not park vehicles in Brookside;
- Everyone using the Hall for any sporting activity is asked to change into their sports shoes inside the Hall to avoid bringing grit from the car park into the Hall. It is known that such grit causes damage to the floor and can cause users to slip.