



FAIRLIGHT VILLAGE HALL

STANDARD CONDITIONS OF HIRE

1. THE HIRER will, during the period of hiring, be responsible for supervision of the premises, the fabric and 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. There are cones to be positioned on the road, close to the kerb, between the car park access and junction with Waites Lane, during events when the car park is likely to be full. These road cones must be returned to the store after use.

Use of the kitchen must be shared with other hall users. The front door must be left unlocked during the duration or the hire.

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 or bring into the premises anything which may endanger the same or any insurance policies in respect thereof nor allow the consumption of liquor without prior permission. Any size of Bouncy Castle is NOT allowed.

3. THE HIRER shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays. These conditions are prominently displayed on the notice board in the Hall. The way to fire exits must be kept clear at all times.

4. 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 buildings which may occur during the period of the hiring as a result of a hiring. A £100 refundable deposit will be charged in addition to the hall fee prior to the event. This will be reimbursed once the premises have been checked after use

5. A CANCELLATION received less than one week prior to a booking will attract a charge of 50% of the usual hire charge of the booking. If within 24 hours 100% of the booking fee is required.

6. AT THE END OF THE HIRING the hirer shall be responsible for leaving the premises and surrounds in a clean and tidy condition otherwise part of the deposit will be deducted to pay for any extra cleaning required.

The premises should be properly locked and secured, unless directed otherwise, all lights extinguished and keys returned and any contents temporarily removed from their usual positions properly replaced, otherwise the Committee shall be at liberty to make an additional charge. In the interests of safety, hygiene and tidiness, empty bottles and food debris must be removed by the hirer at the close of functions. We regret we cannot allow confetti to be used in or around the buildings. Please bring your own t-towels

7. THE COMMITTEE RESERVES THE RIGHT TO CANCEL THIS HIRING in the event of the Hall being required for use as a Polling Station for an Election or bye-election or an emergency in which case the Hirer shall be entitled to a refund of any monies paid.

8. 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.

9. AGE OF HIRERS. No person under the age of 21 shall hire the Hall, and should the Hall be used by any minors there should be 2 responsible adults per 20 minors in attendance at all times.

10. NO PETS SHALL BE PERMITTED WITHIN THE HALL with the exception of Guide Dogs or similar working dogs.

11. SALE OR SUPPLY OF ALCOHOL

The Hirer is responsible at all times for the behaviour of their guests and for monitoring the sale and supply of alcohol. This responsibility cannot be delegated to a third person.

The key responsibilities are:-

- a) the prevention of crime and disorder
- b) public safety
- c) the prevention of public nuisance and
- d) the protection of children from harm

The key objectives in fulfilling these four responsibilities are satisfied by denying the sale or supply of alcohol to the following people:-

- a) minors, people under the age of 18
- b) anyone who, in your opinion, is inebriated

THE HIRER'S DECISION IS FINAL IN BOTH REGARDS.

The sale or supply of alcohol is restricted to private functions only where the guests have been specifically invited or have purchased tickets to attend. The sale or supply of alcohol at functions that are open to the general public is forbidden unless written confirmation has been obtained from the Committee at least 14 days in advance of the function.

12. ORGANISERS OF JUMBLE SALES and similar events shall ensure that the Hall is completely cleared of all unsold items.

13. NON CHARITABLE COMMERCIAL EVENTS NEED Insurance cover which must be shown to the Bookings Secretary when the booking is made.

14. HIRERS ARE EXPECTED TO VACATE THE PREMISES WITHIN FIFTEEN MINUTES of the end of a booked period. The Hall's hours are:-

Morning session 9am to 1 pm

Afternoon session 1.30pm to 5.30pm

Evening session weekdays 6pm to 10.45pm

Evening session Saturdays only 6pm to 11.45pm

Please ask your members/guests to leave quietly after the close of your event. Car doors banging and loud talk in the car park are disturbing to local residents.

15. PLEASE READ FIRE SAFETY INSTRUCTIONS BEFORE YOUR EVENT displayed on the notice board.

16. USEFUL INFORMATION..Committee members details for contact are on the notice board by the village hall telephone (01424 814726). WFI code: FTb7tUvE3YwM.

Edn.06/24