

HARVEL VILLAGE HALL
STANDARD CONDITIONS OF HIRE

1. **The HIRER** will, during the period of the hiring, be responsible for the supervision and the behaviour of all persons using the premises whatever their capacity, including proper supervision of car-parking arrangements so as to avoid obstructions of the highway and undue noise late at night.
2. **The HIRER** will, during the period of the hiring, be responsible for supervision of the premises, the fabric and the conditions, their care, safety from damage however slight or change of any sort.
3. **The HIRER** shall not use the premises for any purpose other than that described in the hiring arrangements 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 onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof.
4. **The HIRER** shall be responsible for obtaining such licences as may be needed whether for the sale or supply of intoxicating liquor from the relevant licencing agency.
5. **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.
6. **The HIRER** shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, and 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 play.
7. **The HIRER** shall, if preparing, serving or selling food, observe all relevant food health and hygiene legislation and regulations.
8. **The HIRER** shall ensure that any electrical appliance brought by him/her to the premises and used there shall be safe and in good working order, and used in a safe manner.
9. **The HIRER** shall indemnify the committee for the cost of repairs of any damage done to any part of the premises or the content of the premise which may occur during the period of the hire as a result of the hiring. All such damage or breakages must be reported as soon as possible after the event.
10. **The HIRER** shall ensure that there is the minimum of noise on arrival and departure.
11. **The HIRER** shall ensure that no animals, except for guide dogs are brought into the hall.
12. **The HIRER** shall ensure that any activity 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.

HARVEL VILLAGE HALL
STANDARD CONDITIONS OF HIRE (Continued)

13. **The HIRER at the end of the hire shall be responsible for leaving the premises and surrounds in a clean and tidy condition and any contents temporarily removed from their usual positions (e.g. table and chairs) properly replaced, otherwise the committee shall be at liberty to make an additional charge of £30.**
14. **The HIRER is responsible for ensuring that rubbish generated by the hire is not left in the Hall but is placed securely in black bin sacks and placed in the dustbins at the back of the hall. **If there is excess rubbish this must be removed by the hirer.****
15. **The HIRER at the end of the hire shall be responsible for leaving the premises properly locked and secured unless directed otherwise. All lights and heating equipment must be turned off and all windows shut.**
16. **The HIRER must vacate the premises by midnight. (Music must cease from 11.45pm)**
17. **The COMMITTEE reserves the right to cancel the hiring in the event of the hall being required for the use as a Polling Station for Parliamentary or local Government election or bye-election, in which case the hirer is entitled to a refund of hire charges and deposit already paid.**
18. **The COMMITTEE reserves the right to refuse a booking without notice or to cancel the hire agreement at any time either before or during the term of the agreement upon giving seven days notice in writing to the hirer. The hirer shall be entitled upon such notice to reimbursement of such monies including the deposit or a proportion of the same as have been paid by the hirer to the committee but the committee shall not be liable to make any further payment to the hirer or be liable for any costs whatsoever incurred by either the hirer or their agent(s)**
19. **The COMMITTEE shall not be liable for any resulting loss or damages whatsoever to the HIRER in the event of the hall or any part thereof being rendered unfit for the use for which it had been hired.**

OTHER CONDITIONS OF HIRE

1. No tickets will be sold or money accepted at the door.

PAYMENT CONDITIONS

1. The cost of the hire is payable on signing the hire agreement or at the very latest four weeks before the date of the hire. **IF the COMMITTEE has not received the payment for the hire four weeks before the date of the hire, it will be assumed that the hall is no longer required and the booking will be cancelled.**
2. Four weeks written notice is required if you wish to cancel the hire.