

## CHETNOLE VILLAGE HALL

### Terms & Conditions of Hire

1. The Hirer (or the named representative if applicable) shall be the person responsible for compliance with these Conditions, and for ensuring that all Conditions are understood.
2. The Hirer shall not use the Hall for any purpose except that stated in the Hire Agreement, nor sub-let the Hall.
3. The Hirer will during the period of the hiring be responsible for supervision of the Hall, and for any damage to its structure, decoration or contents arising in the course of the activities of anyone using the Hall in relation to the hiring. The Village Hall Committee further reserve the right to invoice the hirer for the costs of rectifying any damage caused during the period of hire.
4. The Hirer shall ensure compliance with all relevant parts of the Chetnole Village Hall Fire Safety Precautions, October 2002, of which the Hirer must be aware.
5. The Hirer shall ensure that there will be a minimum of two named people, including those whose names appear in the Hiring Agreement, responsible for supervising the hiring, of whom at least one has been shown around the Hall before the hiring, by a representative of the Trustees. Where the hiring involves a **closely seated audience, no more than 90 people**, excluding performers and support staff, shall be permitted in the Hall. If tables and chairs are to be used **in cabaret style the maximum number is 65**.
6. **Particular attention** must be paid to the **provisions of the ALCOHOL LICENCE**, a copy of which is displayed in the Hall. **If alcohol is to be consumed one of the following options MUST be observed:**
  - a. **The Village Hall Committee run the Bar** using the VH licence. Revenue/costs are VH responsibility
  - b. **The Hirer provides the relevant licence** (copy to Hall Committee) and runs the Bar
  - c. **The hirer provides alcohol free of charge.**
7. **No smoking** is permitted in any part of the Hall.
8. No alteration of any kind may be made to any electrical installation in the Hall. There is a standard lighting package for the Hall. Requirements beyond this are negotiable by arrangement and at extra cost.
9. The Hirer shall supervise parking in relation to the hiring so as to avoid obstruction of the highway.
10. **All music shall be kept at a reasonable level** to avoid creating a nuisance to neighbours. **No music shall be played after midnight.** The Hall holds a PRS/PPL Licences. All other necessary music licences shall be the responsibility of the Hirer.
11. Noise outside the premises, especially on departure, must be kept to a minimum.

12. On completion of the hire the Hall (including the kitchen and servery) shall be returned to a clean and hygienic condition, and all heating appliances, except the immersion heater, shall be turned off. Cleaning and tidying shall, unless previously agreed on behalf of the Trustees, be performed during the period of the hiring.
13. Chairs and tables shall be returned to where they were at the commencement of the hiring.
14. All rubbish must be removed from the site of the Hall at the completion of the hiring. A small charge will be made for any rubbish in the hall.
15. The Hirer shall be responsible for obtaining the key from the advised keyholder prior to the hiring, for securing the Hall and for returning the key after the Hiring.
16. The Trustees shall not be responsible for personal property of persons attending a hiring nor, except to the extent required by law, for any injury or death sustained by any person during a hiring.
17. Should the Hall become unfit for the hiring for any reason, or should the Hall be required for use as a Polling Station for a Parliamentary or Local Government Election, the Trustees may cancel the hiring and refund the deposit paid but shall have no other liability to the Hirer.

Any hiring deposit is non-refundable in the event of cancellation by the hirer.