



Weyhill • Andover • Hampshire
Telephone: 01264 772460 SP11 0QN
Mobile: 07777 678485
Email: richard.waterman150@btinternet.com

**TERMS & CONDITIONS OF HIRE
OF
THE FAIRGROUND HALL**



TERMS AND CONDITIONS OF HIRE

Please note that the hall cannot be hired by persons under the age of 21. For the purposes of these conditions, the term **HIRER** shall mean an individual hirer or, where the hirer is an organisation, its Authorised Representative.

HIRE CHARGES

MEETING ROOM	Rates per hour
	£10.00

VILLAGE HALL	Rates per hour
	£20.00

WEDDINGS	£600.00
----------	---------

48 hours from 2 p.m. on Friday to 2 p.m. on Sunday.

The Hire charge includes use of halls, kitchen and all equipment including tables, chairs, minimum crockery and cutlery, heating and lighting.

Crockery and cutlery for 30 people. For numbers above this the hire charge is £25.00.

FACILITIES INCLUDED IN THE CHARGES

MEETING ROOM – Shared use of kitchen, heating and lighting, chairs and tables.

VILLAGE HALL – Kitchen, crockery, heating and lighting, chairs and tables.

Stage blocks are erected in the hall as standard. Configuration can be to your own requirements, please return to standard format if reconfigured.



CONDITIONS OF HIRE (continued)

CONSUMPTION OF ALCOHOL

The Fairground Hall is **not licensed** for the sale of alcohol. Alcohol provided by the hirer may be consumed if not sold.

The HIRER shall, if preparing, serving and/or selling any food, observe all relevant food, health and hygiene legislation and regulations. If the HIRER arranges subcontracts for the supply of food and drink, he shall ensure that the subcontractor complies with these regulations.

ALL AREAS ARE STRICTLY NO SMOKING. NO FIREWORKS ALLOWED.

CONDITIONS OF HIRE

Bookings and arrangements for the collection of keys must be made by filling in the booking form provided and returning it to the **Booking Secretary** within fourteen days of first enquiry. Until this is done no guarantee can be given of the Hall's availability.

Full payment must accompany booking form when returned, or at the Committee's discretion.

BREAKAGES AND DAMAGE

The HIRER shall pay a deposit of £100.00 in case of damage to the premises or the furniture or fittings and in case extra cleaning is required. The sum reserved by this clause shall not be the limit of liability of the HIRER to the Committee in the event of serious misuse of the premises or the furniture and fittings. **THE HALL MUST BE LEFT IN A CLEAN AND TIDY CONDITION WITH CHAIRS AND TABLES STACKED AS FOUND AND KEYS RETURNED IN ACCORDANCE WITH THE ARRANGEMENTS MADE AND SUBJECT TO AN INSPECTION OF THE PREMISES BY THE COMMITTEE'S REPRESENTATIVE.**

The HIRER is responsible for any damage or loss however caused to these premises, fittings and contents covered by this agreement.

The HIRER agrees to reimburse all costs arising from such damage or loss and to insure his own personal effects.

The HIRER shall only use the Premises during the agreed Period of Hire for the stated Purpose of Hiring.

The Committee permits the HIRER to occupy the Premises 30 minutes before and 30 minutes after the booked times for the purpose of setting-up and cleaning. Any extra time is charged at the hourly rate.

The HIRER will be responsible for supervision of the Premises, all the Fixtures and Fittings contained therein, their care, their safety from damage 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 entrance to the Hall and entrance to the Craft Units.

No tap dancing shoes, metal studs or stilettos to be worn on the main hall floor.



CONDITIONS OF HIRE (continued)

The HIRER shall not use the Premises for any other purpose than described in the Hiring Agreement, nor sublet, or use the Premises or allow the Premises to be used for any unlawful purpose nor do anything or bring anything onto the premises which may endanger the same or render invalid any insurance policies in respect thereof.

The HIRER shall ensure nothing is done on or in relation to the Premises in contravention of the law relating to gaming, betting and lotteries. The HIRER must conduct their own fire risk assessment.

The HIRER shall ensure that he is aware of the location and use of fire equipment, the escape routes, their proper operation and the need to keep them clear.

If the HIRER brings any electrical appliances in to the Premises, these shall be used properly, be safe, in good working order and comply with current regulations.

The HIRER shall indemnify the Committee for the cost of repair of any damage done to any part of the Premises including the cartilage thereof or to the Fixture and Fittings, which may occur during the Period of Hiring or as a result of the Hiring.

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 payment or repayment of the Hiring Fee shall be at the discretion of the Committee. In all cases the deposit will be non returnable.

The HIRER shall ensure that the minimum of noise is made on arrival and departure.

At the end of the period of hiring the HIRER shall leave the Premises and surrounds in a clean and tidy condition, the furniture and fittings cleaned and in their proper place, properly locked and secured. **Otherwise the Committee shall make an additional charge.** Full instructions in cleaning cupboard.

All block bookings will be subject to an initial three month trial period and will be reviewed on a regular basis.

THERE IS NO RUBBISH DISPOSAL FACILITY AVAILABLE ON SITE. THEREFORE THE DISPOSAL OF ALL RUBBISH IS THE RESPONSIBILITY OF THE HIRER.

Keys to be collected from: Mrs. Pauline Foster
Busy Hands
The Fairground
Weyhill
Telephone: 07831 819026