

TERMS AND CONDITIONS RELATING TO THE HIRE AGREEMENT FOR THE KIRBY MUXLOE VILLAGE HALL.

Any person signing a Hire Agreement (hereinafter referred to as the Hirer) with the Kirby Muxloe Village Hall Management Committee (hereinafter referred to as the Committee) relating to the hire of the Kirby Muxloe Village Hall (hereinafter referred to as the Hall) shall be deemed to have read, understood, and agreed to abide by the following Terms and Conditions. For the purposes of these Terms and Conditions “the Hall” shall mean those areas which are included in the Hire Agreement, and no others.

1. The Hirer must be over the age of twenty-one at the time of signing the Hire Agreement. Proof of age may be requested in any case of doubt.
2. The Hirer shall be responsible for ensuring that all persons who enter the Hall during their period of hire observe and abide by these Terms and Conditions
3. The Hirer shall make a deposit, the amount to be specified by the Committee, which deposit shall be refundable in whole or part depending on whether or not these Terms and Conditions have been satisfactorily complied with. The Committee shall decide all matters regarding any return of all or part of the deposit. The deposit shall be made at the time of signing the Hire Agreement and if applicable returned within fourteen elapsed days after the event for which the hire was arranged having taken place.
4. The Hirer shall leave the Hall in a clean and tidy state with the furniture arranged as shown on the plan to be found on the notice board in the entrance hall. It is the Hirer’s responsibility to report to the Key Holder who unlocks the Hall if it is not in a clean and tidy state with the furniture correctly arranged when first taking occupation.
5. The Hirer shall not enter onto any parts of the Hall for which they have not signed a Hire Agreement. This applies particularly to the stage area and the dressing rooms which will be cleared of any obstruction if hired but if not hired may well not be safe for unauthorised use. Any unauthorised use shall be deemed a breach of these terms and conditions and may lead to loss of deposit. The Committee shall not be responsible for any injury caused by such unauthorised use.
6. The Hirer shall not be entitled under this Agreement to utilise any area outside the Hall except for the purpose of parking cars and other vehicles in the designated spaces in the car park. Any other usage outside the Hall itself (for example to let off fireworks, or to hold a barbecue, or to display goods) shall require the agreement of the Parish Council which must be requested in advance. A contact number for the Parish Council will be supplied on request.
7. The Hirer is reminded that fly posting anywhere in the village is illegal and advised that any such posters will be removed by the Parish Council.
8. The Hirer shall read and follow the instructions regarding fire precautions and other matters displayed on the Official notice board in the entrance hall.
9. The hirer is advised that the Hall is a designated no smoking area.
10. The Hirer shall remove all food waste and any unused food that is brought into the Hall.

11. The Hirer shall not leave any greater quantities of rubbish than that which can be contained in the rubbish bin in the kitchen. Any excess rubbish shall be taken away by the Hirer.
12. In order to preserve the Hall's decoration in good condition The Hirer shall not attach any posters, banners, decorations or similar to any surfaces in the Hall without special permission from the Committee, which permission must be requested and obtained at the time of originally signing the Hire Agreement.
13. The Hirer shall not bring into the hall any intoxicating liquor or alcoholic beverages without special permission from the Committee which permission must be requested and obtained at the time of originally signing the Hire Agreement, and paying the requisite sum for corkage.
14. The Hirer shall not allow the consumption of any intoxicating liquor by any person under the age of eighteen in the Hall or its immediate environs.
15. The Hirer shall ensure that a named responsible adult is present at all times for each ten attendees under the age of twenty-one if the Hire Agreement is for a party or function where persons under that age are to be present.
16. The Hirer shall not play or allow to be played music at a volume which will cause a public nuisance and will pay any relevant Performing Rights Charge regarding live or recorded music.
17. The Hirer shall not bring any cooking equipment into the Hall without the special permission of the Committee which permission must be requested and obtained at the time of originally signing the Hire Agreement.
18. The Hirer shall not cause any damage to any of the fixtures or fittings or furniture in the Hall.
19. The Hirer shall pay the requisite fee for hire fourteen days before the date of the event for which the hire is being made.
20. No charge shall be made for cancellation occurring seven or more days before the event for which the hire is being made. Any cancellation at less than seven days notice shall result in a loss of deposit.
21. The Village Hall is a public place and as such no smoking is allowed anywhere in the building by law. It is the responsibility of the Hirer to ensure that this law is respected while the Hall is hired. Any breaches of the law shall be the responsibility of the Hirer and any fines or other penalties imposed due to such breach shall be met by the Hirer.

These Terms and Conditions of Hire are valid from 01 January 2007 until further notice.

The Kirby Muxloe Village Hall Management Committee.

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