

1ST BLACKHILL AND 1ST CONSETT SCOUT HQ

BOOKING CONDITIONS

- A. The Hirer shall be over the age of 21.
- B. All evening events must end by 11 p.m.
- C. Normal Booking session times are:
 - 1. Morning 8 a.m. to 12:30 p.m.
 - 2. Afternoon 12:30 p.m. to 5 p.m.
 - 3. Evening 5 p.m. to 10 p.m.
- D. **MAXIMUM PERMITTED NUMBERS** These should not exceed:- 100
- E. A Cleaning bond of £50.00 is to be paid with the Booking. This will be returned if the building is left in a clean and tidy condition.
- F. A bond of £100 is required for all events at which alcohol is provided, and £200 for 18th/21st birthday parties. This bond will be refunded within 28 days of the termination of the period of hire provided that no damage or loss has been caused to the premises and/or contents during the period of the hiring and as a result of the hiring.
- G. If the Hirer is a Club, Society, Organisation or Company, a copy of their Public Liability Insurance must be provided.
- H. The Hirer must provide sufficient numbers of responsible adult attendants or stewards for adequate supervision of the premises and users therein. Two such stewards must be designated to take charge in case of fire and should familiarise themselves with the position of exits, and the operation of the fire alarm and fire fighting equipment. Such stewards should be able to give full assistance in evacuating the premises and be readily identifiable to members of the public in the event of such emergency.
- I. The Hirer will, during the period of hire, be responsible for the supervision, care and protection from damage of the premises, fabric and contents and for the behaviour of all persons using the premises whatever their capacity.
- J. The Hirer shall indemnify the Scout Group for the cost of repair of any accidental or willful damage to any part of the premises or contents which may occur during the period of hire, and the Scout Group reserve the right to take legal action to reclaim monies owing.
- K. The Hirer shall be responsible for leaving the premises and surroundings clean and tidy, at the proper time, fit to be used by the next letting or Scout meeting. All articles brought into the hall and all rubbish, must be taken away by the hirer.
- L. If the event is cancelled, by or on behalf of the Hirer, more than 2 months before the event then the booking payment will be returned to the Hirer. If the event is cancelled within 2 months of the event then the payment is not returnable.
- M. The Scout Group shall not be liable for any injury to persons, loss or damage to property brought onto the premises or for any consequential loss.

- N. The Hirer shall report to the Scout Group when returning the key any injury to persons or loss or damage of property. In the case of destruction, damage or loss by theft, or attempt thereat, the Hirer shall give immediate notice to the police. In the event of any occurrence likely to give rise to a claim or upon receipt by the Hirer of notice of claim, the Hirer shall immediately notify the Scout Group and provide information as the Scout Group may require.
- O. The Hirer shall not sub-let or use the premises in any unlawful way or bring on to the premises anything which may endanger the same.
- P. Any complaints concerning the premises must be made as soon as possible in writing to the Scout Group.
- Q. In the event of the premises being rendered unfit for the use it was hired, the Scout Group shall not be liable for any loss whatsoever.
- R. The Scout Group reserves the right of free admission during the period of hire to observe compliance of the conditions of hire.
- S. The Scout Group reserve the right to cancel bookings with 1 months notice if the hall is required for Scouting activities.
- T. The selling of alcohol on the premises is forbidden, unless you have obtained a license from licensing court. Provision of a bar for your own use is permitted providing no charge is levied.
- U. The Scout Hall does not have a public entertainments license. This precludes you from charging members of the public who enter the building.
- V. In the event of any queries, problems or complaints, then please contact:

Carol Smith

Tel: 01207 570822

Email: HQbookings@consettscouts.org.uk