

1<sup>st</sup> CHANDLERS FORD SCOUT GROUP.  
HALL HIRE  
CONDITIONS OF HIRE

1. **THE HIRER**, during the period of hiring shall be responsible for the supervision of the premises they have hired, the fabric and contents, their care, health and safety from damage, change or injury of any sort and the behaviour of all persons using the building, whatever their capacity.
2. **THE HIRER** shall indemnify the Scout Group for the cost of repair of any damage done to any part of the building or to any contents in or around the building, which may occur during the period of hire, as a result of the hiring.
3. Any notices or articles stuck to walls etc. must be removed at the end of the hire and any marks or damage made good. With the consent of the management advance notices may be placed in the Lobby.
4. **THE HIRER** shall not sublet or use the premises for any unlawful purpose or in any unlawful way nor do anything or bring anything onto the premises anything that may endanger the same or invalidate any insurance policies in respect thereof.
5. **THE HIRER** shall be responsible for complying with all regulations appertaining to the premises stipulated by the Fire Authority, The Local Authority or otherwise. The Hirer shall be responsible for ascertaining the position of fire extinguishers and ensuring exits are kept clear of any form of obstruction.
6. **SMOKING IS FORBIDDEN IN OR AROUND THE BUILDING.**
7. **NO INTOXICATING LIQUOR MAY BE SOLD OR SUPPLIED ON THE PREMISES.**  
This means that alcohol may be brought onto the premises for personal consumption by adults but it must not be resold or distributed.
8. Unless otherwise agreed in writing, a **non returnable deposit of £50 is payable immediately**. If **the hirer** wishes to **cancel** the booking, that should be done as soon as possible, if the **cancellation is within 7 days of the booking, the whole hire charge would be due**.
9. At the end of the hiring, The Hirer shall be responsible for leaving the premises and surrounds in a clean and tidy condition, and any contents temporarily removed from their positions, properly replaced. All lights, taps and appliances are to be turned off. Heating controls to be left as found and all doors and windows locked and secured.
10. A deposit of **£50.00** damage cover will be required at time of booking and will be forfeited in whole if any damage is found or additional cleaning is required.
11. If the hirer is using the hall for more than 3 consecutive hires, subject to agreement of the management, the damage deposit subject of '10 ' above may be waived.
12. If a hirer has been supplied with a key and/or alarm code, they are not to pass on any details to third parties. If alarm or key misuse is detected then a hirer may be asked to cease their use of the facilities.
13. Any breach of these conditions, may, subject to a decision by the management, result in the hirer being asked to leave the premises and/or having their future hiring's cancelled.
14. For the purposes of these conditions, the management consists of the Group Executive Committee, or in cases of urgency, the Group Scout Leader or Group Chairman.

# 1<sup>ST</sup> CHANDLERS FORD SCOUT GROUP

## BOOKING FORM

DATES OF HIRING	FROM	TO
TIMES OF HIRE	FROM	TO

HIRING ORGANISATION	

<b>PERSON RESPONSIBLE FOR HIRE</b>	<b>NAME</b>		
	<b>ADDRESS</b>		
	<b>Tel. No</b>	<b>Day</b>	
		<b>Eve</b>	
	<b>E-Mail</b>		

<b>APPROXIMATE NO. OF PERSONS ATTENDING</b>	<b>(MAX. 50.)</b>	
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<b>NO ALCOHOL MAY BE SOLD OR SUPPLIED BY THE ORGANISER</b>
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<b>ANY OTHER INFORMATION REGARDING THE PARTY / ORGANISATION USING THE HALL.</b>
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<b>SIGNED: - I HEREBY ACCEPT THE HIRE CONDITIONS.</b>	
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<b>PLEASE PRINT NAME</b>	
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<b>DATE</b>	
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