

THORPEAUDLIN COMMUNITY ASSOCIATION

RAMSDEN HALL - HIRE CONDITIONS

The hall is available for hire subject to observance of the following conditions.

1. Bookings may be made by telephone to Tony Dunford (01977 621006) or via the "contact us" facility under the Community Association tab on www.thorpeaudlin.co.uk.
2. The hirer must supply a contact name, telephone number and a postal address
3. The rate for hiring of the hall is £7.00 per hour payable prior to or immediately after the hire period. Regular hirers may by agreement, make payments at regular intervals.
4. The hire charge is inclusive of heating, lighting, use of the kitchen appliances and furniture.
5. The period of hire includes any time taken to set up or dismantle equipment.
6. Arrangements must be made in advance with a member of the Community Association Committee for the hall to be unlocked prior to the hire period(s) and made secure at the end of the hire period(s).
7. All breakages must be paid for or replaced with similar items.
8. The Hall has PRS (Performing Rights Society) and PPL (Phonographic Performance Ltd) licenses which allow the playing of recorded music e.g. records, compact discs. Mp3 etc. The license does not cover the playing of video material and Hirers are reminded of the copyright notices displayed on commercially available DVDs
9. The hall does not have any pre-installed audio or video equipment. Hirers are welcome to bring their own but must take responsibility for their electrical safety.
10. Although consumption of alcohol is allowed in the hall, it is the responsibility of the hirer to obtain any necessary licensing for the sale of alcohol either at the event or as an inclusion in an entrance fee or ticket price. In such cases confirmation that the required license has been obtained must be made available to The Association before access to the hall will be permitted.
11. In accordance with current legislation, no smoking is allowed in any part of the hall.
12. No naked flames, fireworks etc are allowed in or in the immediate vicinity of the hall without prior permission.
13. Decorations are allowed but must not be attached to the walls by use of pins, adhesive tape or "blu tack"
14. There is no council rubbish collection at the hall and all rubbish, litter etc must be removed on completion of the hire period.
15. On completion of the hire period, the hall must be left in a clean and tidy condition and all kitchen equipment, furniture etc returned to their original locations.
16. The Association accepts no responsibility for personal accidents arising from the activities of those hiring the hall or their guests.
17. Hirers must nominate a competent person to take charge in case of fire or other mishap and to ensure that appropriate action is taken.
18. In respect to those living in the proximity of the hall, noise must be kept to a minimum after 11.00 pm and particularly when leaving the hall late at night.
19. The Association endeavor to provide a hall that is clean, tidy and safe for all users at a reasonable cost. Compliance with the above conditions will help us to achieve this. Hirers who do not comply may incur an additional charge for rectification of any damage or cleaning required.

RAMSDEN HALL

MANAGEMENT COMMITTEE