

## Bedmond Village Hall

High Street, Bedmond. WD5 0QP

*Hall size 14 mtr x 11 mtr ( 45' x 35')*

## Conditions of Hire

Charity No: 302331

*Tables 183cm x 76cm( 2.5' x 6')*

*(If the Hirer is in doubt in understanding the following, the Booking Secretary should be immediately consulted, see details below).*

**Entertainment Smoke must not be used in this hall as it activates the Fire Alarm! If this alarm is activated a £20 call out charge will be incurred.**

**Only stick tape/pins to the picture rails, STRICTLY – NOTHING ON WALLS**

1. The Hirer (who will be 21 or over) during the period of the hire, will be fully responsible for supervision of the premises.
2. The Hirer shall not sub-let or use the premises for any unlawful purpose, or in any unlawful way bring onto the premises anything which may endanger the Hall or invalidate any insurance policies.
3. The Hirer shall be responsible for obtaining licences that may be required for the sale and consumption of intoxicating liquor.
4. The Hirer shall reimburse the Committee for the cost of repair of any damage done to any part of the property or contents of the Hall, which may occur during the period of the hire or as a result of the hiring.
5. The Hirer is requested to place a deposit of £100.00 at the time of booking. If the Hirer wishes to cancel before the date of the Hire and the Committee are unable to conclude a replacement booking; a fee will be deducted at the discretion of the Treasurer.
6. **Note: The hire fee will not be deducted from the deposit** and cheques must be received at least two weeks in advance of the hire.
7. At the end of the hire period, the Hirer shall be responsible for leaving the premises in a clean and tidy condition, properly locked, lights and ventilation system turned off and any contents returned to their usual positions. All rubbish must be bagged and placed in the large bin adjacent to the outside kitchen door. Chairs and tables are to be wiped and stacked in the store. The Committee shall be entitled to **deduct a fee from the deposit held** if these conditions are not adhered to.
8. The Committee reserves the right to cancel this hiring in the event of the Hall being required for use as a Polling Station, in which case the Hirer will be entitled to a full refund of the deposit held. The Committee cannot be held liable for any loss incurred by the Hirer as a result of the cancellation.
9. In the event of the Hall being rendered unfit for the use for which it has been hired, the Committee shall not be liable to the Hirer for any resulting loss or damage.
10. It should be noted that the Village Hall insurance does not include cover for the Hirers own equipment. Any cover required should be arranged directly by the Hirer at their expense.
11. All car parking is at the Hirers' own risk.

Bedmond Village Hall is a charitable trust; not a council facility. It is managed by a team of volunteers who maintain the high standard of this hall. The Hirers' help and cooperation in respecting the property is appreciated. Thank you and enjoy your function.

12. **Collect keys from:-** Mr & Mrs R Greeves, Pensilva, Bell Lane, Bedmond, Abbots Langley  
WD5 0QS. Tel. No.: 01923 260007- & return immediately after the event.

**Note surcharge.**

- **Please Retain for reference.**
- **Brooms, mops etc; in large kitchen cupboard**