

CONDITIONS OF HIRE

MARLBOROUGH BOWLS CLUB

The booking of the premises on the date and time on your application form is subject to the following **conditions to which your attention is drawn:-**

- 1 The approach to and from the premises is to be left in a **clean and tidy condition** after the end of the function.
- 2 Should extra cleaning be necessary in the Clubhouse following the function the person named on the application form will be charged for that cleaning.
- 3 The person named on the application form shall be **responsible for all damage** howsoever caused to the building, its decorations, fittings, furniture and perimeter fencing.
- 4 That same person will also be responsible for **any damage** caused by whatever means to the **Bowling Green and its surrounds**.
- 5 Any electrical equipment brought onto the premises must be safe for use and compliant with all relevant statutory regulations. The right is reserved to require production of appropriate safety certificates or other documentation where there is reasonable doubt.
- 6 The hall is a public place and therefore **a non-smoking policy** is in force on the premises.
- 7 Noise must be kept to a reasonable level and **all exits must be kept clear at all times**.
- 8 The person named on the application form must also comply with All Acts of Parliament and provide all necessary supervision for the duration of the hire period.
- 9 The hiring of the Clubhouse is subject to maximum capacities as laid down by the **Fire Authorities**. A sit down meal **80** persons, and a standing buffet **100** persons, therefore these numbers **must not be exceeded** at any time.
- 10 If the bar facility is requested this automatically includes bar staff of a number to be determined by the Club Committee.
When booking bar staff please be aware that you will need to book **an additional one hour for each member of staff** to set up prior to opening and to clean up after closing the bar.
- 11 The Committee accepts no responsibility for the loss or damage to personal property on the premises.
- 12 The Committee reserve the right to cancel the event at their reasonable discretion should there be any reasonable likelihood that any of these conditions will not be complied with. **Following such cancellation the Applicant's deposit will be refunded in full.**
- 13 Marlborough Bowls Club will provide insurance against **public liability** only. It is therefore the **applicant's responsibility** to arrange any further insurances that may be necessary or advisable in relation to any other insurable risk.
- 14 Please **drain down and empty the Dishwasher** if it is used. Instructions are on the Dishwasher.

