

# **Chyngton Methodist Church Hall**

## **Terms & conditions of Hire**

1. All applications for hire of the hall must be made in writing and signed by a responsible person. A £10 deposit will be required at time of booking. The balance of £30 is due 2-3 days before booking. If a hiring is cancelled after confirmation the deposit will not be refunded (unless an equivalent hiring is subsequently made to another hirer for the same day) Chyngton Methodist Church Council (hereinafter called the CMCC) or its representatives reserve the right to refuse or cancel a booking without explanation.

2. The Hirer is to make arrangements with the Property/Booking Steward for the collection and returning of keys.

3. The Hirer is to ensure that the premises are used only for the purpose set out in the application. No subletting is allowed.

4. The Hirer must ensure that no excessive noise emanates from the hall and garden to the annoyance of people living nearby, consideration should be given to local residence when parking motor vehicles etc.

5. The Hirer is responsible for the Health & Safety and evacuation procedures in case of fire of those attending your event. In particular you are responsible for the risk assessment of any of your activities and the safeguarding of children and vulnerable adults.

6. CMCC will accept no liability for injury caused to persons due to the misuse of the premises unless after investigation it was found that it was caused by the failure of any of the churches equipment. You are insured under the Church Shield insurance. (See insurance in the guidelines booklet.)

7. Money and valuables are brought into the hall at their owner's risk. CMCC will not accept liability for any loss or damage.

8. The Hirer shall observe all relevant food health & hygiene legislation and regulations in relation to the preparation and serving of any food.

9. The Hirer will not set-up Bouncy castles or inflatables unless permission is given by the property steward.

10. Smoking is not permitted anywhere on the Church premises or grounds.

11. The Hirer will not bring or consume alcohol anywhere on Church premises or grounds.

12. The Hirer shall leave the premises in a clean & tidy condition.

13. The Property Steward or anyone from CMCC retains the right of entry to the Hall at all times.

Please read and bring with you the Guidelines for hall user's booklet.