

# WARKWORTH WAR MEMORIAL HALL CONDITIONS OF HIRE

## **Please Ensure:**

- **That you, the hirer, are on the premises at all times during the period of hire.**
- **That in order to avoid disturbing neighbours and to avoid violent or criminal behaviour, care shall be taken to avoid excessive consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either on the premises or in its immediate vicinity.**
- **That any person suspected of being drunk, under the influence of drugs or who is behaving in a violent or disorderly manner shall be asked to leave the premises immediately.**
- The premises, contents and people using the premises are responsibly supervised.
- That you are familiar with the fire exits and fire fighting equipment (there are floor plans in each room indicating the position of fire exits/fire extinguishers) and that exits are kept free of obstructions.
- Any required licenses are obtained from the appropriate authority.
- Any conditions required by the relevant authorities are met, especially those relating to dancing and the playing of music.
- That noise is kept to a reasonable level, giving due consideration for neighbours.
- That any food or drink prepared on the premises are done so in a hygienic fashion.
- Any equipment brought onto the premises comply with current safety legislation.
- That any activity for children under eight years of age complies with the Children's Act 2004.
- That you are familiar with our Vulnerable Person's policy (on the notice board in the Supper Room) and vulnerable people are supervised accordingly.
- The premises are vacated at the agreed time (mid-night is the latest time possible).
- The premises are left in a clean and tidy condition.
- That any rubbish is placed in the appropriate bin outside the Hall and that if they are full rubbish is taken away.
- All lights are switched off, **including external lights.**
- Ensure wall heaters/kitchen equipment are switched off.
- **The Hall keys are collected from and returned to the Village Shop.**

## **Please do not:**

- Use the premises for anything other than the agreed purpose.
- Use the premises for gaming, betting or lotteries.
- Allow performance involving danger to the public or those of a sexually explicit nature.
- Serve alcohol to any person suspected of being drunk or to any person suspected of being under the age of 18.
- Sublet the premises.
- Put up decorations near light fittings or heaters.
- Bring deep fat fryers, smoke machines, highly flammable substances or dry ice equipment onto the premises.
- Allow any animals onto the premises other than guide dogs.
- Allow children into the kitchen.
- Pin or stick display materials and other similar items to the walls (please use the dado rails if you wish to display paintings or exhibits).
- Place bottles in the recycling bin (there is a bottle bank in the long-term car park on Beach Road).

**Please also be aware** that the Management Committee of the Hall reserves the right to charge for the cost of repairing or replacing any damage done to the premises or its contents during your period of hire.