

**SUTTON RECREATION GROUND AND MEMORIAL HALL TRUST**  
**STANDARD CONDITIONS OF HIRE**

(If the Hirer is in any doubt as to the meaning of the following, the Booking Secretary, Chairman or Hall Secretary should be contacted immediately).

THE HIRER will during the period of the hiring, be responsible for supervision of the premises, the fabric and the contents, their care, safety from damage however slight or change of any sort and the behaviour of all persons using the premises whatever their capacity, including proper supervision of car-parking arrangements so as to avoid obstruction of the highway.

THE HIRER shall not use the premises for any purpose other than that described in the hiring agreement and shall not sub-hire or use the premises or allow the premises to be used for any unlawful purpose or in any unlawful way nor do anything or bring onto the premises anything which may endanger the same or any insurance policies in respect thereof nor allow the consumption of alcoholic liquor thereon without written permission.

THE HIRER shall be responsible for obtaining such licenses as may be needed for the sale and supply of intoxicating liquor.

THE HIRER shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, the Local Magistrates` Court or otherwise, particularly in connection with any event which includes public dancing or music or other similar public entertainment or stage plays.

THE HIRER shall indemnify the Committee for the cost of repair or any damage done to any part of the property including the curtilage thereof of the contents of the building which may occur during the period of the hiring as a result of the hiring.

IN THE EVENT OF A CANCELLATION BY THE HIRER, repayment of the deposit will be at the discretion of the committee.

THE COMMITTEE reserves the right to cancel this hiring in the event of the hall being required for use as a Polling Station or a Parliamentary or Local Government election of bye election, in which case the Hirer shall be entitled to a refund of any free already paid.

IN THE EVENT of the Hall or any part therefore being rendered unfit for the use for which it has been hired the Committee shall not be liable to the Hirer for any resultant loss or damage whatsoever.

THE HIRER shall ensure that nothing is done on or in relation to the premises in contravention of the law relating to gaming, betting and lotteries.

THE HIRER shall, if preparing, serving or selling food observe all relevant food health and hygiene legislation and regulations.

THE HIRER shall ensure that any electrical appliances brought by him into the premises and used there shall be safe and in good working order, and used in a safe manner. Where a residual circuit breaker is provided under terms of the PEL or CPL the hirer must make use of it in the interest of public safety.

THE HIRER must report all accidents involving injury to the public to a member of the Management Committee as soon as possible. Any failure of equipment either that belonging to the hall or brought in by the hirer must also be reported as soon as possible. Certain types of accidents or injury must be reported on a special form to the local authority. The Hall Secretary will give assistance in completing this form. This is in accordance with the Executive Reporting of Injuries, Diseases and Dangerous Occurrences Regulation 1995.

THE HIRER shall ensure that no animals (including birds) except guide dogs are brought into the hall, other than for a special event agreed to by the Committee. **And no animals whatsoever are to enter the kitchen at any time.**

THE HIRER shall enquire that any activities for children under eight years of age comply with the provisions of the Children's Act 1989 and that only fit and proper persons have access to the children.

THE HIRER shall ensure that any banners attached to the interior of the hall are done in such a manner so as not to cause too much damage to the decoration. The hirer will be liable to make good any damage to the paintwork etc.

THE HIRER must take out insurance cover for any firework display to be held at an event and the insurance cover must be shown to either the Booking Secretary, Chairman or Hall Secretary before the event can go ahead. Fireworks can only be ignited on the specified area as agreed with the Management Committee. Fireworks must be not ignited after 10.00p.m.

THE HIRER shall ensure that dry ice machines are not used within the hall premises.

THE HIRER shall ensure that after an event all tables and surfaces are wiped clean, stacked away in trolleys, floors swept and all litter inside and out collected up.