

OKEHAMPTON CONSERVATIVE CLUB

TERMS & CONDITIONS RELATING TO THE HIRE OF FACILITIES

RUBBISH

All Rubbish is to be removed by the hirer.

CLEANLINESS

The hirer of the kitchen facilities and equipment must leave it in a clean and tidy order. A refundable deposit of £20 will be required at the time of the booking.

BREAKAGES

All breakages should be reported to a member of staff. The right to charge for such breakages is reserved by the Club. However a charge of £2.00 per item of crockery broken will be deducted from the refundable deposit made at the time of the booking.

INTOXICATING /OTHER DRINKS

The hirer of the facilities is **NOT** allowed to bring intoxicating drinks, or other drinks, as sold by the Club onto the premises for consumption at a private function unless previously agreed with the Committee who reserve the right to charge corkage. Otherwise all such items must be purchased from the Club.

DOOR PERSONS/STEWARD

The hirer of the hall is responsible for providing door persons and steward.

DRAWS

The hirer of the hall is respectfully requested to confine the selling of draw tickets to within the confines of their function/guests.

NOISE

The hirer of the hall is respectfully requested to assist the Club's Management in complying with the Law by keeping the noise of the function to a reasonable level and to remind guests, when leaving, to keep their noise to a minimum in consideration to the neighbourhood.

BAR

The hirer of the hall is respectfully requested to assist the Club's Management in complying with the Law by keeping within the permit of the licensing hours ensuring that guests **DO NOT** take drinks outside of the Club's premises and that any person under the age of eighteen does not purchase alcoholic drinks.

ACCESS

It is the hirer's responsibility to notify the Club, at least 7 days prior to the function, as to the time any caterers or entertainment may wish to access the Club.

I HAVE COMPLETED MY REQUIREMENTS OVERLEAF AND HAVE READ AND AGREE TO THE ABOVE TERMS AND CONDITIONS OF HIRE.

Signed..... Date

Name of Club Representative.....

Marilyn Poat
Secretary

Amended and implemented 1st January 2016