

ELKSTONE VILLAGE HALL

Conditions of Letting.

1. The Hall is available for letting to any adult inhabitant or organisation within the Parish of Elkstone or its immediate surroundings, for meetings, lectures, classes, recreation and leisure activities.
2. The Management Committee may also, at their discretion, let the Hall to other persons or bodies, or for purposes other than those above, such as Local and General Elections, Hearings, etc.
3. Charges for hire of Hall, including preparation time, are stated at the end of this document. They include the use of cutlery and crockery and kitchen equipment. The Committee may review charges from time to time and adjust as necessary.
4. All damages and breakages must be reported immediately to the Chairman, Secretary or Treasurer. Making good such damage shall be the responsibility of the persons or organisations hiring the Hall.
5. The Committee may require a deposit to cover the cost of any breakages or damage. This amount will be repayable should no damage occur.
6. The persons hiring the Hall shall be held responsible for ensuring that it is left in a clean and tidy condition after use, including toilets; if not, a charge will be made for the cleaning.
7. The Committee cannot be held responsible for any loss or inconvenience caused to the hirer of the Hall by failure of the electricity, heating, water or any other calamity beyond the Committee's control.
8. The Management Committee cannot be held responsible for any loss of items taken into or left in the Hall.
9. All those attending the Village hall are asked to use the car park provided at the back of the hall and not to obstruct the road or cause any inconvenience to neighbouring householders. All cars left in the park are at the owner's risk. No liability will be accepted by the Village Hall Management Committee for any damage or loss of items.
10. No equipment must be left in the kitchen, except on the shelves or in the cupboards provided; access and egress to be clear at all times.
11. The extractor fan must be activated at all times when there is likely to be steam in the kitchen, eg boiling a kettle or using the cooker. Please ensure that the cooker cover is not replaced while the hotplates are still warm.
12. Nothing must be attached to the walls or doors without prior permission from the Committee. Nails in particular must not be driven into the walls, as this would lessen the effect of the dampness inhibitor.
13. For the convenience of any disabled or infirm people, a ramp with safety rail is provided at the rear of the hall. Please let the Committee know in advance if this is likely to be used. No responsibility for accident or damage can be accepted by the Committee.
14. *Persons renting the Hall are covered by our insurance providing no profits are made.*