

# Willingham Social Club Limited

## Hire Terms and Conditions

For the purposes of these conditions, the term 'hirer' shall mean either an individual hirer or where the hirer is an organisation, its authorised representative. If the hirer is in any doubt as the meaning of the following terms and conditions, a member of staff should be contacted immediately.

1. Willingham Social Club is a NO SMOKING area.
2. The Hirer will be responsible for leaving the facilities and surroundings in a clean and tidy state.
3. The Hirer will indemnify the Social Club against any cost of repair or necessary replacement for any damages caused to the hall or its contents. Where appropriate the Club shall be at liberty to levy a charge from the deposit cheque.
4. The hirer will ensure that there is no contravention of law relating to gaming betting and lotteries.
5. The hirer will, if preparing selling or serving food, observe all relevant food health and hygiene legislation and regulations.
6. The Club accepts no responsibility for the loss of or damage to any property brought into the hall.
7. The Club accepts no responsibility for any personal injury sustained in the hall or its grounds.
8. The hirer will ensure that the minimum amount of noise is made on arrival and departure.
9. The hirer will ensure that any activities for children under the age of eight years comply with the provisions of the Children Act 1980 and that only fit and proper persons have access to the children.
10. In the event of the hirer wishing to cancel a booking, 14 days notice is required for a full refund; otherwise a charge of 50% of the cost will be made.
11. The Club reserves the right to refuse a booking without notice, or to cancel a booking agreement at any time without giving reason, upon giving seven days prior notice to the hirer and will arrange a full refund. The Club will not be liable for any subsequent losses resulting from this.
12. If requested the hirer will provide a full guest list, at least 7 days prior to the event.
13. The Club may request registered door staff to be provided for some functions, the cost of which is the responsibility of hirer.

# Willingham Social Club Limited

Fen End, Willingham, Cambridge, CB24 5LH

Telephone 01954 260557

email: willinghamsocialclub@gmail.com

## Function Room – Booking Form

Name of hirer _____	Signature of hirer _____
Address of hirer _____	
Telephone: _____	Mobile _____
Date of hire _____	Purpose of hire _____
*Start time _____	*End time _____
*NB the start time and end time should respectively begin and end with the times needed for setting up and clearing away.	

<b>Hire Charges:</b>	
<input type="checkbox"/> Friday & Saturday Night: £180 (including bar staff)	Total _____
<input type="checkbox"/> Saturday & Sunday: Hourly rate £20.00 (excluding bar staff) _____ hours @ £20.00	Total _____
<input type="checkbox"/> Monday to Thursday: Hourly rate £20.00 (excluding bar staff) _____ hours @ £20.00	Total _____
<input type="checkbox"/> Monday to Thursday: Hourly rate £30.00 (with 1 bar staff) _____ hours @ £30.00	Total _____
Extra bar staff £10 per hour ..... X _____ hours @ £10.00	Total _____
	Total _____

The Hirer confirms that they have read and understood the Willingham Social Club hire terms and Conditions attached and agrees to be bound by them.	
Deposit cheque/cash £ _____	received on _____.
Balance cheque/cash £ _____	received on _____.
A separate cheque for £150 made payable to Willingham Social club to cover any damages and or extra cleaning needed. Received on _____ (This will be returned after the event)	