

STANDARD CONDITIONS OF HIRE FOR PIERREMONT HALL

To include the Council Chamber, the Mayor's Parlour, Meeting Rooms and associated facilities

1 THE HIRER shall pay as deposit at least one third of the cost of his or her booking. Such deposit shall normally only be refundable to the Hirer in the event of the Council cancelling the booking in pursuance of Rule 3c.

2 THE HIRER shall pay the balance of fees due before the conclusion of the booking, as may be directed by the FBM. If the Hirer wishes to cancel the booking and the Council is unable to conclude a replacement booking, the question of the repayment of the fees (less the deposit) shall be in the discretion of the F&GP. In the event of the Council cancelling the booking in accordance with rule 3c, all fees (including the deposit) paid by the Hirer shall be refunded to him/her.

3 THE HIRER shall ensure that the General Rules governing the use of Pierremont Hall, as supplied to him/her, are complied with.

4 THE HIRER shall, on making the booking, inform the EBM of requirements as to the provision of refreshments or canteen facilities, and shall be responsible for any extra charges thereby incurred.

5 THE HIRER shall, during the period of hiring, be responsible for supervision of the premises, protection of the fabric and contents 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 and nuisance to other carpark users.

6 THE HIRER shall be responsible for obtaining any licences necessary in connection with the booking, other than those already held by the Council.

7 THE HIRER shall be responsible for making arrangements to insure against any third party claims which may lie against his/her organisation whilst using Pierremont Hall. (The Council is insured against any claims arising out of its own negligence.)

8 THE HIRER shall be responsible for the observance of all regulations appertaining to the premises stipulated by the Licensing Justices, the Fire Authority in accordance with Rule 4, the Local Authority or otherwise.

9 THE HIRER shall not sub-let or use the premises for any unlawful purpose or in any unlawful way nor do anything or bring on to the premises anything which may endanger the premises, their users, or any insurance policies relating thereto.

10 THE HIRER shall indemnify the Council for the cost of repair of any damage done to any part of the property including the curtilage thereof or the contents of the building during or as a result of a booking.

11 THE HIRER shall, if selling goods on the premises, comply with Fair Trading Laws and any local code of practice issued in connection with such sales. In particular, the Hirer shall

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ensure that the total prices of all goods and services are prominently displayed, as shall be the organiser's name and address, and that any discounts offered are based only on Manufacturers' Recommended Retail Prices.