

High Wray Village Hall - Hiring Agreement

High Wray Village Hall, High Wray LA220JE Registered charity number 521379

Booking Secretary: Sheila Briggs

High Wray Farm, High Wray, Ambleside, Cumbria, LA220JE

Tel 015394 32280 e-mail sheila@highwrayfarm.co.uk

Hirers: Name and Organisation.....

Telephone and e-mail.....

Date Required.....

Hire Fee: Overnight camping barn use £10.00 per person per night
Daytime or evening use £10.00 per hour

Deposit Paid.....

Expected number of users.....

You the hirer must be over the age of 18, children under the age of 18 must be supervised.

You are responsible for the care of the premises, and the behaviour of all persons using the premises,

You must also provide proper supervision of the car parking arrangements so as to avoid obstruction of the highway.

You must make good or pay for all damage (including accidental damage) to the premises, or to the fixtures, fittings or contents and for the loss of contents.

You must not use the premises, including the car park, for any unlawful or unsuitable purpose or in any way do anything or bring anything onto the premises which might endanger the premises or render invalid any insurance policies.

Please note we are not licensed.

You must familiarise your selves with the means of fire escape and location of the fire extinguisher.

In the event of fire; evacuate the building by the nearest door, call the fire brigade on 999, the postal code for High Wray is LA220JE, if you do not have a mobile, go to any of the cottages across the road to raise the alarm.

Always keep escape routes clear.

Noise: In order to avoid disturbing the neighbours of the hall.

You must ensure that the minimum of noise on arrival and departure, particularly late at night and early in the morning.

You must ensure there is no violent or criminal behaviour.

No one attending the Hall should consume excessive amounts of alcohol.

No illegal drugs should be brought onto the premises.

Food health and hygiene

You must if preparing food observe all relevant food hygiene legislation and regulations.

The premises are provided with a refrigerator and freezer.

Electrical Appliance safety

You must ensure any electrical appliances brought onto the premises and used there are safe and in good working order.

Store of equipment

We accept no responsibility for any equipment or other property brought onto or left at the premises, and all liability for loss or damage is hereby excluded.

NO SMOKING

You must ensure anyone wishing to smoke does so outside and disposes of cigarette ends, matches etc. in a tidy and responsible manner so as not to cause fire.

Accidents and dangerous occurrences

You must report to us as soon as possible any failure of our equipment.

You must ensure that no unauthorised heating appliances are used on the premises without our consent.

No highly flammable substances are brought into the premises.

No internal decorations of combustible nature are erected.

Cancellation

If you wish to cancel your booking before the date of the event, we may in our complete discretion, return the deposit or require payment of the hire fee.

END OF THE HIRE

You are responsible for leaving the hall and the surrounding area in a clean and tidy condition.

Please switch off the heaters and all electrical appliances, including the fridge and freezer which must have the doors left open. Leave the property locked and secured unless directed otherwise; and return the key to High Wray Farm along with the balance payment.

Signed.....

Print.....

Please return to:

Mrs S Briggs
High Wray Farm
Ambleside
Cumbria
LA220JE

Email return to....sheila@highwrayfarm.co.uk