



## **Mayfield Memorial Hall Conditions of Hire**

1. The number of people at any function not to exceed 180.
2. The Memorial Hall bar is the only means of supply of alcohol at functions (if requested).
3. There should be adequate supervision of minors during hire and particularly when there is a bar.
4. Any damage is to be paid for by the hirer, including any done by equipment, electrical or otherwise brought in by hirer, who is responsible for safety of such equipment.
5. It is the hirer's responsibility to remind their guests **NOT TO PARK ON OXMEAD.**
6. The hall is to be left in a reasonable condition after use including kitchen and toilets.
7. A £40 cancellation/cleaning deposit is required. This is non-refundable if you cancel with less than 14 days' notice, or if you leave the hall, kitchen or toilets in a state of unacceptable levels of hygiene requiring deep cleaning.
8. Bookings are to be paid for at least 1 week prior to the event in cash.
9. Lighted candles are not permitted due to risk of fire.
10. Sellotape is not to be used to hang decorations, please use blue tack or equivalent which will not damage the paintwork.
11. **Music is to finish at 12.30 am Friday and Saturday evenings.**
12. **Please drive slowly and with extreme care when travelling across Oxmead. This is an area where children, pets and residents walk.**
13. **The Memorial Hall committee accept no responsibility for damage to any vehicles parked on the premises.**
14. If table linen is to be hired, a charge of £20 will be made to cover cleaning, ironing, wear and tear.

Please read the conditions of the hire of the hall, sign and return the tear-off strip to the Booking Clerk.

Mrs. Mandy Sowter, 68 Mayfield Avenue, Mayfield, Ashbourne, Derbyshire, DE6 2JB

I agree to honour the above conditions of hire

Date.....

Name of Hirer.....

Address.....

Telephone.....

Signature.....



## **Mayfield Memorial Hall Conditions of Hire for Classes/Groups Undertaking Multiple Bookings**

1. The number of people at any class/group not to exceed 180.
2. The Memorial Hall bar is the only means of supply of alcohol at functions (if requested).
3. There should be adequate supervision of minors during hire and particularly when there is a bar.
4. Any damage is to be paid for by the hirer, including any done by equipment, electrical or otherwise brought in by hirer, who is responsible for safety of such equipment.
5. It is the hirer's responsibility to remind their guests **NOT TO PARK ON OXMEAD.**
6. The hall is to be left in a reasonable condition after use.
7. Lighted candles are not permitted due to risk of fire.
8. Sellotape is not to be used to hang decorations, please use blue tack or equivalent which will not damage the paintwork.
9. **Please drive slowly and with extreme care when travelling across Oxmead. This is an area where children, pets and residents walk.**
10. **The Memorial Hall committee accept no responsibility for damage to any vehicles parked on the premises.**

### **11. Cancellation of bookings because of occasional fund-raising and other events**

The Memorial Hall committee will endeavour to ensure that the hall is available for the agreed dates for multiple/long term bookings, but reserve the right to cancel any class or group if it clashes with the following events:

A — Fund-raising events the purpose of which is to raise funds solely for the hall, its maintenance and its upkeep.

B — National sporting events of interest to the majority of Mayfield residents such as major sporting events broadcast on national TV. Such events may occasionally affect a Friday or Saturday booking, but will be kept to a minimum and due notice will be given.

Please read the conditions of the hire of the hall, sign and return the tear-off strip to the Booking Clerk.

Mrs. Mandy Sowter, 68 Mayfield Avenue, Mayfield, Ashbourne, Derbyshire, DE6 2JB

I agree to honour the above conditions of hire

Date.....

Name of Hirer.....

Address.....

Telephone.....

Signature.....