

Ridge Village Hall

Terms and Conditions

**By Hiring this Hall, you have agreed to the following Terms & Conditions.
Hirers will lose their deposit if these are not adhered to.**

The Hirer must be 18 years of age or older.

- 1) It is the hirer's responsibility to nominate a competent person to take charge in case of fire. Fire exits must remain unobstructed at all times.
- 2) It is the hirer's responsibility (under the Children Act 2004) to ensure the safety of all children at all times at any event.
- 3) It is the hirer's responsibility to ensure all notices are adhered to (e.g. wet floors)
- 4) It is the hirer's responsibility to ensure that any electrical equipment brought into the Hall premises (e.g. music players etc) have been PAT Certified.
- 5) Under the Food Safety Act 1990, it is the responsibility of persons providing food for any event held in the Hall to ensure that they are aware of and abide by the legal requirements. The Management Committee is not responsible for any food brought into the Hall.

In particular the Hirer must comply with the following actions:

- All equipment used, including tables and chairs, to be stacked away safely at the end of the hire period.
- All breakages must be reported to the Committee.
- The hall, toilets and kitchen must be left clean and tidy. It is the hirer's responsibility to remove all rubbish and recycling items from the hall after use. The wooden floor to be swept (do not use water)
- All Doors and windows to be closed and checked.
- All lights to be turned off (**note:** please check toilets)
- Heating to be returned to timer
- The front door to be double locked.
- Lost keys will be charged at £20/key.

Cleaners Cupboard

- Situated in the entrance foyer (to the left of the kitchen hatch).

Version 5 – dated September 2021

Ridge Village Hall is managed by a Charitable Trust and funded from lets and local fund raising.
Donations welcome.