

Abergwili Church Hall

Hiring Terms and Conditions

We want you to enjoy using Abergwili Church Hall and ask you to be mindful that:

We the undersigned to hereby agree to the following terms and conditions of hire:

1. That the buildings and environs of the hall be treated with respect and care – any damage caused intentionally or accidentally to be reported to the Hall Caretaker – all building damage will be referred to tender for repair or replacement quotes, in full consultation with the hirer.
2. That Abergwili Hall Committee accepts no liability for loss or injury to any of your party in relation to your period of hire.
3. That the contents of the hall, both furniture and kitchen accessories be used respectfully – any damage must be reported. All breakages must be replaced at New for Old replacement value.
4. That the condition of the hall at handover was acceptable, and that on completion of hire, the hall is returned in its handover state – floors swept, kitchen clean, crockery and cutlery clean and put away, toilets clean, bins emptied and black bags placed in the Wheelie Bin.
5. We expect you to leave the building in the same condition that you found it. Our charges are calculated to only include routine cleaning and servicing. If Abergwili Church Hall has to pay for extra cleaning, an additional charge at the rate of £5 per hour will be payable.
6. Please make sure that all electrical appliances are switched off – remember especially the overhead heaters, the fridges and water heater in the kitchen.
7. The finishing time stated on the hiring agreement is the time at which you and all members of your party must/ should vacate the premises. This includes the road and grounds so that the Church may preserve good relations with its neighbours. Running late causes problems and may involve extra costs.
8. All events must finish at or before 00.30 other than by special arrangement.
9. Bookings for private parties are only accepted from the local Carmarthen community
10. Hirers must not sell tickets for parties, discos or dances without prior consent from the Hall Committee or its nominee.
11. Any proposal to sell alcohol on the premises must be approved in advance by the Hall Committee and see evidence that a licence has been sought.
12. The Hall is a non-smoking facility.
13. Please discuss any requirement for noticeboards or display panels with the Hall Caretaker. Please do not damage walls further or furniture by using sticky-tape, blue-tack, drawing pins etc.
14. All music must stop by 22.30 Sunday - Thursday and 00.00 Friday and Saturday, other than by special arrangement. Music must not be excessively loud so as to upset the neighbours.
15. Please make cheques payable to **Abergwili Church Hall**, payment is to be submitted with the Hall Hire Agreement Documents. Tariff of charges: Quarter of a day (ie approx. 9-1 pm) £15; half a day (ie 9-3 pm) £25. Full Day £50.

Hall Trustees and Committee: The Vicar and Churchwardens of St. David's Church
Hall Caretaker: Mr Mike John Tel: 01267 238985

Hall Hiring Agreement

Between(name and Address)_____

Contact Tel:_____

and

Abergwili Church Hall Trustees and Committee

We the above hereby agree to the terms and conditions set out in the above document '*Abergwili Church Hall - Hiring Terms and Conditions*', and are bound by those terms.

date of hire (dd/mm/yyyy) ___/___/_____

From _____ am/pm* to _____ am/pm* (*delete as necessary)

[latest time is 0.30 am]

Signed _____ date _____

(Signed on behalf of Abergwili Church Hall _____)

I enclose a cheque for: £
made payable to **Abergwili Church Hall**