

Ashington Football Club

Room Hire Terms and Conditions

Thank you for choosing Ashington Football Club for your event. Please carefully read the following terms and conditions before confirming your booking. By proceeding with your booking, you agree to abide by these terms.

1. Booking Confirmation

1.1. Ashington Football Club uses a third-party booking system, **LemonBooking**, to manage all room hire reservations. A booking is only confirmed once the booking has been approved through LemonBooking. 1.2. The price of the booking will be determined following your enquiry and will be communicated to you via LemonBooking before final confirmation. 1.3. A £50 deposit is payable within 7 days of booking the event to secure the date. Failure to make payment by this deadline will result in the cancellation of your booking. 1.4. Provisional bookings will be held for a maximum of 7 days, after which time the date may be released if no confirmation is received. 1.5. Ashington Football Club reserves the right to refuse any booking at its discretion.

2. Hire Fees and Payment

2.1. The price of the room hire will be provided following the initial enquiry and will depend on the specific requirements of the event. 2.2. A £50 deposit is payable within 7 days of booking the event to secure the date. 2.3. Failure to pay by the due date will result in cancellation of the booking. 2.4. Any additional charges (e.g., for damage, extended hours, or additional services) must be settled within 7 days following the event.

3. Cancellation

3.1. If the hirer cancels the booking, the following charges will apply:

- 7 days or more before the event: No penalty.
- Less than 7 days before the event: Deposit payment will be forfeited. 3.2. Ashington Football Club reserves the right to cancel any booking due to unforeseen circumstances or events beyond its control, in which case any payments already made will be refunded.

4. Room Hire Period

4.1. The room is available for hire only for the time period stated in the Room Hire Agreement. 4.2. Should the hirer wish to extend the hire period, prior approval must be sought, and additional charges may apply. 4.3. **Set-up periods should be requested at the time of booking or at least 7 days prior to the event, 1 hour setup is included in the booking.** Late requests for set-up periods may also incur additional charges.

5. Capacity and Conduct

5.1. The hirer must not exceed the room's maximum capacity, which is specified on our booking page. 5.2. The hirer is responsible for ensuring that all attendees conduct themselves in an orderly and respectful manner at all times. 5.3. Ashington Football Club reserves the right to remove or refuse entry to any person whose behaviour is deemed inappropriate or disruptive.

6. Zero Tolerance Policy on Drugs

6.1. Ashington Football Club operates a **zero-tolerance policy on illegal drugs**. The use, possession, or distribution of illegal substances on the premises is strictly prohibited.

6.2. Any individuals found in violation of this policy will be asked to leave immediately, and the authorities may be notified.

7. CCTV Monitoring

7.1. For the safety and security of all users, as well as the protection of the club, **the premises are monitored by a comprehensive CCTV system**. Footage may be used in the event of an incident or to assist law enforcement if required.

7.2. **The club engages a security company, Assetwatch, for CCTV monitoring and response services**. While functions themselves are not actively monitored, **if any issues arise, CCTV monitoring may take place to ensure the safety of attendees and staff**.

7.3. By entering the premises, you agree to be monitored by CCTV for these purposes.

8. Damage and Liability

8.1. The hirer is responsible for any damage to the premises, fixtures, fittings, or equipment caused during the hire period. 8.2. Any damage must be reported immediately to club staff, and the hirer will be liable for the cost of repairs or replacement. 8.3. **Ashington Football Club has adequate insurance in place** to cover the venue and its facilities. However, **any third-party equipment (e.g., bouncy castles or other inflatables) brought onto the premises must have their own insurance**. The hirer must ensure that any third-party equipment providers can provide proof of insurance coverage.

8.4. **The operation of bouncy castles or similar equipment must also be covered by the third party's insurance**. This insurance must include cover for any injuries or accidents arising from their use. The hirer is responsible for ensuring that the operators of such equipment are trained and follow all necessary safety guidelines.

8.5. Ashington Football Club does not accept liability for any loss or damage to personal property brought onto the premises.

9. Food and Beverage

9.1. External catering is allowed, but the hirer must notify Ashington Football Club in advance if they intend to bring in external catering. 9.2. No alcohol or drinks of any kind may be brought onto the premises under any circumstances. Ashington Football Club operates a fully licensed bar.

10. Health and Safety

10.1. The hirer must ensure that fire exits and emergency routes are kept clear at all times. 10.2. The hirer is responsible for informing attendees of the club's emergency evacuation procedures. 10.3. No hazardous materials, substances, or equipment may be brought onto the premises without prior approval from the club. 10.4. **Smoke machines are not permitted under any circumstances** due to the sensitivity of the club's fire alarm system. 10.5. **Smoking and vaping are strictly prohibited inside the premises.** The club's fire alarm system is extremely sensitive and may be triggered by smoke or vapour, resulting in the fire brigade being called out. **Any call-out costs incurred by the club due to an alarm activation will be passed on to the hirer.**

11. Music and Entertainment

11.1. Music, including discos, is allowed but must cease at the agreed event end time. 11.2. The hirer must seek approval for any live or amplified music to ensure compliance with local noise regulations. 11.3. Any entertainment or performers must be pre-approved by Ashington Football Club.

12. Decorations

12.1. Decorations are allowed within the venue, but **only temporary fixings such as tape, removable hooks, or non-damaging adhesive materials may be used.** 12.2. **Drawing pins, nails, and other permanent or potentially damaging fixings are not allowed.** 12.3. The hirer is responsible for removing all decorations at the end of the event and ensuring that no damage is caused to the venue.

13. Cleaning and Condition of the Venue

13.1. The hirer is not expected to clean the venue after the event. However, the hirer is responsible for ensuring that the venue is left in a reasonable state (e.g., free from excessive rubbish, food, or spills). 13.2. The deposit may not be returned if the venue is not left in an acceptable condition.

14. Parking

14.1. Car parking is free outside of the hours of 7:00 AM to 5:00 PM, Monday to Friday.

14.2. Between 7:00 AM and 5:00 PM, Monday to Friday, the car park is monitored by ParkingEye via an ANPR system. Failure to pay the parking fee during these hours will result in a fine.

14.3. Parking charges during these times are £1 per hour or £3 for a full day.

15. Insurance

15.1. **Ashington Football Club holds appropriate insurance** for the venue and its facilities. However, **the hirer is responsible for ensuring that any third-party equipment brought onto the premises (e.g., bouncy castles, inflatables, or other hired equipment) is adequately insured.** Proof of insurance may be required by the club.

15.2. **The hirer is also responsible for ensuring that the operation of any third-party equipment, such as bouncy castles or similar inflatables, is covered by the third party's insurance.** This must include cover for any accidents or injuries that may occur during the use of such equipment.

16. Amendments

16.1. Ashington Football Club reserves the right to amend these terms and conditions at any time, and the hirer will be notified of any changes.

17. Force Majeure

17.1. Ashington Football Club will not be held responsible for events or situations beyond its control that prevent the fulfilment of a booking, including but not limited to acts of God, terrorism, or government restrictions.

Please note: While these terms and conditions are comprehensive, we hope you have an enjoyable experience at Ashington Football Club. Our team is here to assist you and ensure your event runs smoothly.

Ashington Football Club Contact Information

For all booking inquiries and additional information, please contact:
bookings@ashingtonafc.com