



Terms & conditions of pitch hire

These Terms & Conditions apply to all users hiring the pitch at Calthorpe Community Garden. By making a booking, the hirer agrees to abide by all conditions set out below.

1. General Booking Conditions (All Hirers)

1.1 Payments

- Payment for pitch hire must be made in advance of each booking. An invoice will be sent via the contact email provided. Payment can be made via bank transfer (bank details on the invoice) or Stripe (link on the invoice).

1.2 Pitch Rules

- Astroturf boots only.
- No food on the pitch; water only is permitted.

1.3 Hirers' Responsibilities

- Hirers are responsible for arranging their own first aid provision.
- In the event of a medical emergency, call 999 and give the address:
Calthorpe Community Garden, 258–274 Grays Inn Road, London WC1X 8LH
- Where applicable, hirers must provide their own public liability insurance.
- The Garden cannot accept responsibility or liability for loss or damage to any personal property brought onto the premises.
- Hirers must ensure all participants and spectators comply with Garden rules.
- Hirers **must close the black door to the sports pitch and the gate to Grays Inn Road at the end of their booking**. Failure to do so may result in contract termination.
- Hirers are responsible for any damage caused by participants or spectators. Costs for repairing damage will be charged to the named hirer.

2. Block Bookers (Clubs / Groups) – Additional Terms

2.1 Commitment

- Block bookers agree to take the facility every time it is available during the agreed contract period.
- Providing contract conditions are met, block bookers will be automatically offered renewal for the next payment period.

2.2 Variation or Suspension of Contract

- Calthorpe Community Garden reserves the right to cancel or suspend any contract at the end of the two-month period if required for programme changes.

- The Garden may cancel or alter bookings at short notice due to unforeseen circumstances.
- Where this occurs, credits will be issued.

2.3 Payment

- Payment for block bookings is required on a bimonthly or termly basis, in advance.
- Teams in arrears risk termination of contract, and outstanding debts may be pursued through normal legal channels.

2.4 Cancellation (Block Bookings)

- Block bookings cannot be cancelled once the contract is agreed, except on Bank Holidays.
- Hire fees are non-transferable and non-refundable.
- Except in cases of force majeure or site closure, the pitch will be considered available for hire.
- If a block booker wishes to end their contract, 2 months' written notice is required.

3. One-Off Bookings – Cancellation Policy

- Less than 7 days' notice: 100% of total cost
- 7–14 days' notice: 50% of total cost
- 15–30 days' notice: 25% of total cost

Daytime availability only for one-off bookings.

4. Use of the Facility

- Hirers must leave the facility secure and in good order.
- Any damage caused by participants or spectators will be charged to the hirer.
- Failure to comply with facility rules may result in termination of booking rights.