

SYRESHAM VILLAGE HALL

Main Road, Syresham, Nr. Brackley, Northants, NN13 5HE.



HIRE AGREEMENT AND CONDITIONS OF HIRE

KEY POINTS FOR HIRERS

Before the Event: Read, sign and observe the forms and conditions contained within; Hirers providing alcohol must observe Licensing requirements; Business Hirers must arrange their own Public Liability cover and provide a copy with the booking form; Arrange to collect the key and alarm fob from the Village Shop.

During the Event: You are responsible for the hall, its environs and the safety of all Hall users and should observe emergency procedures set out on the Hall notice boards. Ensure all Emergency Exits are open / unlocked. Ensure good behaviour & minimise noise and nuisance to the neighbourhood.

After the Event: Leave the Hall swept, cleaned & tidy, in the condition you expect to find it and return furniture and equipment to its original location; Ensure taps (kitchen and toilets), lights and electrical appliances are turned 'off'; Secure all windows and doors; Set alarm, secure premises; Return the key and alarm fob to the Village Shop.