

STANDARD CONDITIONS FOR THE HIRE OF LLANSANNOR COMMUNITY HALL **('The Premises')**

1. All hire fees, storage charges and deposits must be paid at the times stipulated in the Hiring Agreement. No hiring will be booked, and the Hirer will have no right to use the rooms and facilities, until all required payments have been made in full at the times stipulated.
2. If the Hirer wishes to cancel the booking and the LCHA committee is unable to obtain a replacement booking, the question of payment/reimbursement of fees shall be at the sole discretion of the LCHA committee.
3. If the Hirer is permitted to store equipment between sessions, it must be stored in such place and in such manner as indicated by the Lettings Officer and only for as long as is permitted by the LCHA committee subject to payment of the storage charge. No article that is deemed by the committee to be dangerous or unsuitable may be stored.
4. The LCHA committee accepts no responsibility for any stored equipment or other property brought onto or left on the premises, and all liability for loss or damage is hereby excluded. All equipment and other property (other than stored equipment) must be removed at the end of each session; otherwise, fees will be charged for each day or part of a day at the hire fee per session until the items are removed. The Hirer shall indemnify and keep the LCHA committee or its employees or agents and invitees indemnified against all claims in respect of damage or loss of property or injury to persons arising as a result of the use of the premises (including storage of equipment) by the Hirer.
5. The LCHA committee may dispose of any property brought onto the premises for the purposes of the hiring if the Hirer fails to remove the property within 7 days after the hiring.
6. The LCHA committee has insurance in place to cover its interests only. Hirers are advised to take out appropriate cover for their equipment and any liability they might incur. All vehicles are parked at their owner's risk. The LCHA committee does not accept any responsibility whatsoever or howsoever caused arising from damage to, or theft from or of, vehicles parked in the car parks.
7. No literary, dramatic, musical, film or video work shall be performed or shown at the premises without obtaining all necessary copyright licences and theatre, film, video and public entertainment licences. No such work shall be performed or shown without the prior approval of the Lettings Officer, and no alteration to the work shall be made after such approval.
8. The Hirer:
 - shall be responsible for obtaining any necessary approvals or licences (including any entertainment or liquor licence) in connection with the hire, other than those already held by the LCHA committee
 - will comply with all conditions attaching to such approvals or licences, and
 - will indemnify the LCHA committee against all losses, costs, damages and expenses resulting from any failure to obtain such approvals or licences or from any failure to comply with the same.
 - all such licences shall be produced to the Lettings Officer before the commencement of the hiring.
9. No alcohol shall be sold or supplied without the permission of the Lettings Officer.

10. The Hirer shall, during the hiring, be responsible for:

- supervision of the premises
- protection of the fabric and contents
- any damages to the property, fittings and equipment, however slight
- the behaviour of all persons using the premises, whatever their capacity
- ensuring that persons leaving the premises during or following the hiring shall do so in an orderly manner and in such a way as not to cause nuisance or annoyance to owners or occupiers of nearby premises;
- ensuring cars are parked safely so as not to cause any obstruction at the entrance to, or exits from, the hall and surrounding properties.
- the observance of all regulations appertaining to the premises stipulated by the Licensing Justices, the Fire Authority, the Local Authority or otherwise.
- acting as 'Responsible Person' in regard to implementation of the LCH Fire Safety and Evacuation Plan
- Ensure observance of NO SMOKING regulations
- The safe condition (and where applicable for Commercial users evidence of current PAT testing) of any portable electrical appliance brought onto the site
- As directed by the Lettings Officer, the Hirer shall make good or pay for all damage (including accidental damage) to the premises or to the fixtures, fittings or contents.

11. The Hirer shall not use the premises for any purpose other than that permitted under the Hiring Agreement and will not, without obtaining the prior consent of the Lettings Officer, use or enter the premises at any times other than those permitted under the Hiring.

12. The Hirer shall not assign the benefit of the Hiring Agreement. The Hirer shall not share the use of the premises with any other person or organisation other than a member or invitee of the Hirer permitted to use the premises under the Hiring.

13. The LCHA committee reserves the right to terminate forthwith any entertainment, activity or meeting permitted under the hire that is not properly conducted.

14. No alterations or additions may be made to the premises, nor may any fixtures be installed or placards, decorations or other articles be attached in any way to any part of the premises without approval of the Lettings Officer. Any alteration, fixture, fitting or attachment shall, at the discretion of the Lettings Officer: EITHER: Remain in the premises at the end of the Hiring and become the property of the LCHA committee; OR: Be removed by the Hirer who must make good to the satisfaction of the Lettings Officer, any damage caused to the premises by such removal.

15. The Hiring may be terminated by notice given by the Lettings Officer if:

- any fee, storage charge or deposit due under the Hiring Agreement is not paid on time;
- any of these conditions is not complied with by the Hirer;
- in accordance with Rule 3(c), in which case all fees (including any deposit) paid by the Hirer shall be refunded;
- but without prejudice to any claim by the LCHA committee against the Hirer for non-payment of fees or non-compliance with these conditions.

16. The Hiring Agreement constitutes permission only to use the premises, and confers no tenancy or other right of occupation on the Hirer.