

Conditions of Hire for South Hill Parish Hall

- The hall booking periods are divided into 3 sessions, Morning, Afternoon, Evening
- Charged at £12 per session.

- Hirers are asked to leave the hall & outside areas as they find it,
- (brushes, mop and bucket and vacuum cleaner are provided and cleaning products under the sink).

- Hirers **MUST** remove all rubbish at the end of their booking, even if only a few draw tickets and wrappers, (black bags are provided).

- 20 grey chairs remain in the hall, 20 black chairs stay in the meeting room with the remaining 30 black chairs in the store.

- 10 red plastic chairs left on stage for play group.

- If you use the tables, please wipe them clean before stacking away and stack them top to top, legs to legs to avoid marking the tops

- The urinals in the gents needs to have the water turned on (handle over head- **please remember to turn off**).

- It would help if regulars brought their own tea towels to take home and wash.

- Users pay for their electricity use (except lighting) via a slot meter. The meter takes £1 and £2 coins. When the money runs out or when you leave please **turn off** all heaters and switches.

- Hirers must not inconvenience to local residents - noise should be kept to a minimum after 22.30 and all doors/windows should be shut. Don't block any driveways.

- Music **MUST** finish at 12.00.

- Any damage or breakages must be reported to the hall bookings (Andy Budd – 01579 389328 / hallbookings@south-hill.co.uk)

- If an event wishes to use the Field, permission must be sought from the Parish Council. Email southhillpcclerk@gmail.com

- The hall cannot be let to anyone under 18 unless parents will be responsible for the party and will be on-site throughout.

- £150 security cheque will be needed for any party for children between the ages of 13 and 18.

- Bouncy Castles inside the hall are not covered by the hall insurance. Cover should be sort from the hire company.

- **IF EVERYONE DOES THEIR BIT THEN THE NEXT HIRER WILL BE HAPPY!!!!**

- **Thank You Hall Bookings**