

CONDITIONS OF BOOKING FOR THE HIRE OF THE HALL AT LOWLANDS CLUB.

Only persons having at least two year's membership may apply to hire the hall for their own use or for an immediate family member, i.e. Mother, father, wife, husband, Children of, Brother, Sister, Grandparents and Parents In-laws. No hire should be for the benefit of anyone else.

The Club member hiring the hall must be on the premises during the course of the function and remain until all guests have left and is responsible for the actions of their guests at all times and must ensure they do not make a noise in the car park when leaving.

Any member or guest carelessly or wilfully breaking, damaging or removing any property of the Club shall be required to make good the same.

The Club will not be responsible for loss or damage to property left in the Club premises.

Members are not permitted to supply their own drinks. All drinks must be purchased from the Bar which will close at 11.30 pm. (No extension after 11.30 pm can be granted).

Children attending a private function must remain in the hall for the duration of the function and are not allowed in the bar area or the club grounds. It is the responsibility of the person hiring the hall to adhere to this rule and any children found outside the hall will be asked to return to the hall.

The number of people present at the event must not exceed 120 at any one time.

Bands, discos, etc. bringing electrical equipment into the Club must produce their portable appliance Testing Certificate and their own Insurance liability Certificate which must be shown to a member of the Committee before plugging anything into the building.

The volume of music to be kept at a level that will not annoy members using the bar lounge or upset our neighbours. Members hiring the hall should be aware that there could be club members using the bar lounge during the time of their hiring the hall.

We would expect the hall to be left in a clean and tidy condition and any left-over food removed from the premises and glasses and bottles returned to the bar. Trestle tables should be stacked in the room behind the stage and chairs and round tables on the stage. Food must be removed on the night. The chairs and tables can be put back the following morning if it is a Saturday hire.

Please note that there is 'No smoking' allowed anywhere on the Club premises. There is a designated 'Smoking area' outside at the far end of the veranda near the mini tennis court.

The times of hire on a Saturday evening are from 6 pm (unless an earlier time is agreed with the Social Secretary and members and guests must vacate the premises by midnight.

The total cost of hire for a Saturday evening is £150. **You must pay for the hire in full within a week of the booking or the hire application will be cancelled**

A refundable deposit of £100 must also be sent to the club and will be returned after the hall has been cleared.

If the hall is hired before 6 pm on any day the cost is £20 per hour with a minimum hall hire charge of £50. **You must pay for the hire in full within a week of the booking or the hire application will be cancelled**

For daytime hire, members and guests must vacate the hall by 6 pm. Guests wishing to stay in the bar lounge after this time must be accompanied by a member