

Lochaline Village Hall

Standard Terms & Conditions of Hire

For the purposes of these terms and conditions the term “Hirer” shall mean an individual hirer, or where the hirer is an organisation, its authorised representative.

1 Supervision

The Hirer will, during the period of hiring, be responsible for supervision of the hall, the fabric and the contents; their care, safety from damage and the behaviour of all persons using the hall whatever their capacity; including proper supervision of car parking arrangements so that the highway is not obstructed.

2 Use of the hall

The Hirer shall not use the hall for any purpose other than that agreed with Lochaline Village Hall Committee (“the Committee”) or use the hall, or allow the hall to be used, for any unlawful purpose or bring to the hall anything which may endanger the same or render invalid any insurance policies in respect thereof. The Hirer shall not allow consumption of alcohol in the hall without the permission of the Committee and the appropriate licences from The Highland Council. The Hirer shall enforce a “no smoking” policy in all areas of the Hall.

3 Licences

The Hirer shall be responsible for obtaining the appropriate licences for the sale or consumption of liquor from The Highland Council and for observance of the same.

4 Gaming, Betting and Lotteries

The Hirer shall ensure that nothing is done in, or in relation to, the hall in contravention of the laws relating to gaming, betting and lotteries.

5 Public Safety Compliance

The Hirer shall comply with all conditions and regulations made in respect of the hall by the Fire Authority, Local Authority or otherwise particularly in connection with any event which includes public dancing, music or other similar public entertainment. The Committee recommends that the Hirer carry out a risk assessment in respect of its activities. **Please note the maximum capacity for events is 175 persons.**

6 Health and Hygiene

The Hirer shall if preparing, serving or selling food observe all relevant food health and hygiene regulations.

7 Electrical Appliance Safety

The Hirer shall ensure that any electrical appliances brought by it to the hall shall be in good working order and used in a safe manner.

8 Indemnity

The Hirer shall indemnify the Committee for the cost of repair of any damage done to any part of the hall or its contents which may occur during the hiring thereof.

The Hirer shall be responsible for making arrangements to insure against any third party claims which may lie against the Hirer whilst using the hall. (Lochaline Village Hall is insured on its own behalf).

9 Accidents and Dangerous Occurrences

The Hirer must report all accidents involving injury to the public to the Committee as soon as possible. Any failure of equipment belonging to the hall or brought in by the Hirer must also be reported.

10 Animals

The Hirer shall ensure that no animals, including birds, except guide dogs are brought into the hall.

11 Compliance with legislation relating to children and vulnerable adults

The Hirer shall ensure all activities relating to children and vulnerable adults comply with the relevant legislation and that only formally approved persons have access to these activities. The Committee’s policy is posted in the hall.

12 Sale of Goods

The Hirer shall, if selling goods in the hall, comply with all current laws and regulations.

13 Cancellation by the Hirer

If the Hirer wishes to cancel the booking before the date of the event and the Committee is unable to conclude a replacement then payment of the fee shall be at the discretion of the Committee.

14 Cancellation by the Committee

The Committee reserves the right to cancel any hiring in the event of the hall being used as a polling station for Parliamentary or Local Government elections.

15 Unfit For Use

In the event of the hall or any part thereof being unfit for use the Committee shall not be liable to the Hirer for any resulting loss or damage whatsoever.

16 End of Hire

The Hirer shall be responsible for leaving the hall and surrounding area in a clean and tidy condition, properly locked and secured and any contents temporarily removed from their usual position properly and safely replaced.

17 Noise

The Hirer shall ensure that a minimum amount of noise is made on arrival and departure.