

REGULATIONS FOR HIRE

Relating to Scott Hall, Bedford

regssco.707

Date: May 2000

INDEX

1. Definitions.
2. Applications for Hire.
3. Age.
4. Booking/Hire Not Transferable.
5. Cancellation by Hirer.
6. Cancellation by Committee.
7. Use of the Community Centre - General Matters.
8. Advertisements.
9. Damage to the Community Centre.
10. Health and Safety Matters.
11. No smoking.
12. Centre Capacity
13. Intoxicated Persons and Consumption of Alcohol on the Premises.
14. Furniture, Fixtures and Fittings.
15. Caterers.
16. Police Officers/Fire Officers.
17. Music and Dancing Entertainment.
18. Hirer to Obtain Licences.
19. Occasional Sales.
20. Indemnity.
21. Limit on Committees' Liability
22. Paragraph Headings Not Part of the Regulations.
23. Reasonableness.

1. DEFINITIONS

In these Regulations the following expressions have the following meanings:

- 1.1 "Community Centre" means Scott Hall; Bedford and such expression shall as the context so admits include the facilities.
- 1.2 "Committee" means the Committee of the Scott Hall Management Committee appointed for the management of the Community Centre and includes its servant's agents and licensees.
- 1.3 "Bookings Secretary" means the person from time to time instructed by the Committee to act as agent for and on behalf of the Committee in connection with the processing of applications for hire forms (referred to in Regulation 2.1 below) and their acceptance or refusal and any other matter upon which the Committee instructs the Bookings Secretary or which is delegated to the Bookings Secretary **PROVIDED THAT** this shall not restrict the Committee to acting solely through it's designated Bookings Secretary and any member of the Committee shall have authority to undertake (whether temporarily or otherwise) the duties (or some of them) of the Bookings Secretary in which event the expression "Bookings Secretary" shall include the Committee member who actually undertakes in all or some respects the duties of the Bookings Secretary described above.
- 1.4 "Booking" means an application (made on the Hire Form referred to in Regulation 2.1 below) to hire the facilities and the Bookings Secretary's written acceptance of the same and "bookings" refers to such accepted applications generally and collectively.
- 1.5 "The hire" and "the hiring" both refer to the hire to which the booking relates and in particular to the physical occurrence of the hire.
- 1.6 "The hirer" - means the applicant who signs the application for Hire Form referred to in Regulation 2.1 below.
- 1.7 "Regular hirer" means a hirer who hires the facilities on a regular weekly or monthly basis for a minimum of ten hire periods per annum.
- 1.8 "Hire period" means the period during which the hire lasts.

1.9 "Facilities" means the parts of (or as the case may be the whole of) the Community Centre to which the booking relates including any utensils furnishings fittings and apparatus belonging to the Community Centre.

1.10 "The Caretaker" means any caretaker employed or appointed by the Committee to carry out duties at the Community Centre.

2. APPLICATIONS FOR HIRE

2.1 All applications for the hire of facilities must be made in writing on application for hire Form. The application form is available from the Bookings Secretary. This Form should be completed and returned to the Bookings Secretary accompanied by a sum of money equal to 25% of the total hire charge. Such monies to be held by the Committee by way of deposit and part payment of the total hire charge. No booking is made unless and until the application for hire is accepted by the Bookings Secretary. The balance of the hire charge must be paid at least 21 days before the date of the date of hire. (Cheques should be made payable to 'The Scott Hall Community Centre')

2.2 The Committee reserve the right to refuse any application for the hire of facilities without giving a reason.

2.3 It is a condition of any booking that the Committee shall have the right to increase the amount of the hire charges payable by the hirer **Provided That** at least two months prior notice in writing is given to the hirer at the address indicated on the Hire Form **Provided Also That** where such notice is given the hirer may in turn give notice in writing to the Committee (but not later than two weeks after the date of receipt of the Committee's notice of increase) cancelling the booking in which event any deposit or hire charge already paid to the Committee by the hirer shall be refunded.

2.4 The Committee shall determine the order of priority in connection with the acceptance of applications for hire. No application for hire will in any event be accepted unless accompanied by the required deposit referred to Regulation 2.1 above. If however the Bookings Secretary agrees to make a provisional booking this will be held (but without any contractual obligation on the part of the Committee) for an agreed period not exceeding one week until the said required deposit is paid failing which the hirer shall be deemed to have withdrawn the application for hire.

2.5 The Committee may require a standing deposit from regular hirers equal to one month hire fees.

2.6 The caretaker will allow admission by the hirer only on production of the Committee's official receipt. **IT IS VERY IMPORTANT THAT PRIOR TO ACCEPTANCE OF THE APPLICATION FOR HIRE AS MENTIONED ABOVE THE HIRER DOES NOT;**

2.6.1 Announce an event and/or

2.6.2 Issue tickets and/or

2.6.3 Expend any monies and/or

2.6.4 Make any commitment on the assumption that the application for hire will be accepted by the Committee.

2.7 The facilities shall not be available for hire on Sundays.

3. **HIRERS MUST BE AT LEAST 18 YEARS OF AGE**

No application for hire shall be made by/or knowingly be accepted from any person who is under 18 years of age on the day that the Hire Form is signed and the hirer warrants that in making an application for a booking the hirer is not under 18 years of age.

4. **BOOKING/HIRE NOT TRANSFERABLE**

The booking is personal to the hirer. The hirer may not sub-let or assign the booking or the hire in whole or in part.

5. **CANCELLATION BY THE HIRER**

If the hirer seeks to cancel the booking then the hirer must give notice in writing of such intention to the Bookings Secretary ("a Cancellation Request") and in the event of the giving of a Cancellation Request the following provisions shall apply:

5.1 If (with the permission of the hirer) the Committee subsequently enters into another booking of at least equal value to the one to which the Cancellation Request relates or the Cancellation Request is given at least three months prior to the date of hire then the cancellation is accepted by the Committee and any deposit or hire charges paid by the hirer to the Committee shall be refunded to the hirer in full.

5.2 If the Committee does not enter into another booking as mentioned above of at least equal value to the one to which the Cancellation Request relates and the said Request is given less than three months prior to the

date of hire then the booking is not cancelled and the hirer undertakes to pay to the Committee the whole of the hire charge.

- 5.3 A Cancellation Request by a regular hirer given at least 28 days prior to the date of the hire to which it relates is effective to cancel such booking but not otherwise.

6. CANCELLATION BY THE COMMITTEE

- 6.1 The Committee reserves the right to cancel any booking or hire at any time without notice. Such cancellation will be confirmed in writing by the Bookings Secretary as soon as practicable with the reasons for the cancellation. The Committee at its sole discretion may refund all or part of the monies paid by the hirer but shall be under no obligation to do so. The Committee will not be liable to the hirer for any costs claims expenses or loss consequential direct or indirect or any other loss suffered by the hirer. Any cancellation by the Committee will not release the hirer from any obligation under the relevant booking, these Regulations or otherwise. The circumstances listed below are those where the Committee is most likely to exercise the right to cancel a booking but the list is not intended to be exhaustive nor to limit the Committee's right to cancel. The list is as follows:

- 6.1.1 where the Committee is advised (or required) by the Police not to permit the hiring to take place
- 6.1.2 where it becomes known to the Committee that the booking / hiring or some aspect of it is or will be illegal
- 6.1.3. where in the opinion of the Committee the use of the facilities for the purpose of the hiring would be against the wishes of the persons residing in the area of benefit applicable to the Community Association responsible for running the Community Centre
- 6.1.4 where a local or public Authority advise (or require) that the Community Centre is not used for such hire
- 6.1.5 where in the opinion of the Committee the hirer has not disclosed on the Hire Form the true or full nature of the purpose of the hire
- 6.1.6 where it appears to the Committee that the hire will if it occurs or continues (as the case may be) be in breach of any of the terms and conditions applicable to the booking (including any of the Regulations in this booklet)

6.1.7 where any monies owing to the Committee by the hirer have not been paid as required by the terms of the booking and/or by these Regulations

6.1.8 where an instruction is given to or on behalf of the Committee to terminate the hire pursuant to a provision contained in these Regulations

6.2 In the event of the facilities being temporarily closed or the hiring being interrupted for any reason beyond the control of the Committee the Committee shall not be responsible for any loss thereby caused to the hirer subject to the return of any hire fee paid or a proportion of it as the Committee may at its discretion determine.

6.3 The Committee reserve the right to refuse to grant any further hiring of the facilities to any person or group who contravene any of these Regulations.

7 USE OF THE CENTRE - GENERAL MATTERS

7.1 The facilities may be used only for the purposes described in the booking. The decision of the Committee as to what use is permitted is final. The facilities must be vacated by the agreed time. No hiring may extend beyond 11.30 pm. Monday to Saturday. Music and drinking shall cease at all times stipulated in the relevant licence obtained by the hirer. Failure to comply with these conditions may (in addition to any other right or remedy available to the Committee) result in the refusal of any future booking application and the caretaker or a member of the Committee may summon the Police to assist in the evacuation of the facilities. Further, any request by the caretaker a Police Officer or any other person having proper authority to reduce noise levels must be complied with immediately otherwise the hire will be terminated and in such event any hire charge paid will not be refunded.

7.2 Except in cases of emergencies all doors and windows to the Community Centre and the facilities are to remain closed during the hire except that windows may be open only as far as necessary to provide essential ventilation.

7.3 Goods brought by or on behalf of the hirer or by the hirers agents guests contractors or invitees to the Community Centre (which in any event is subject to Committee approval pursuant to Regulation 14 below) must be removed before the end of the last day of the period of hire or a fee will be charged for each day or part of a day until the same is removed. (The fee charged may if the Committee determines be the usual daily hire charge of the facilities). The Committee accepts no responsibility for any goods left at the Community Centre at any time.

- 7.4 The hire of the facilities does not entitle the hirer to use or enter the Community Centre or the facilities at any time other than the specific hours for which the facilities are hired unless prior arrangements have been made with a Member or Officer of the Committee.
- 7.5 Any request by the Caretaker, a Police Officer or any other person having proper authority concerning the hire must be complied with otherwise such person may immediately terminate the hire where in their opinion it is reasonable to do so.
- 7.6 No ball games of any description are to be played in the grounds of the Community Centre without the prior permission of the Committee
- 7.7 No disorderly conduct and no obscene language shall be allowed at the Community Centre, the facilities or on any other premises in the vicinity of the Community Centre. The facilities shall be free and open to officers of the Committee (including, the Caretaker the Police or any other person having authority at all times), who shall have full power to enforce these Regulations.
- 7.8 The hirer shall be responsible for the proper behaviour of all people present at the Community Centre in connection with the hire.
- 7.9 The hirer shall be present at the Community Centre at all times during the hire.
- 7.10 Where the Community Centre has a car park then the hirer and other persons attending the facilities may during the hiring share the use of the car park with all other persons having a similar right.
- 7.11 Vehicles and their contents left in the Community Centre car park are left entirely at their owner's risk.
- 7.12 The hirer must use reasonable endeavors to ensure that persons attending the hiring do not park or leave vehicles on the public highway surrounding the Community Centre.
- 7.13 The Committee will not permit the following to be brought into the Community Centre, namely live animals, anything explosive or inflammable including gas filled balloons, indoor fireworks articles producing offensive smells, steam, gas or other engines or any other items not necessarily of a similar type as the above but which would be likely to be regarded by any reasonable person as incompatible for use at a Community Centre. Use

of ballroom chalk, crystals, laser beams, confetti, party poppers and spray string is strictly forbidden both inside and outside the Community Centre and in the grounds, except with the prior written permission of the Committee.

8. ADVERTISEMENTS

The hirer shall not exhibit at the Community Centre any bills, posters or advertising matter of any description except on the official notice board and nothing shall be fixed to the walls or the notice board except with the prior permission of the Committee.

9. DAMAGE TO THE COMMUNITY CENTRE

9.1 The hirer shall be responsible for the proper behaviour of all persons present at the Community Centre in connection with the hiring.

9.2 The hirer shall pay for all damage which may be done or occasioned to the Community Centre or to the facilities (facilities includes utensils furnishings fittings and apparatus belonging to the Community Centre) during the period of hire or which is consequential to the period of hire or whilst persons are entering or leaving the Community Centre pursuant to the hire where such damage is in the reasonable opinion of the Committee caused by the hirer or other persons at the Community Centre in connection with the hiring.

9.3 In addition to the hire charge the Committee may require that the hirer pay to the Committee the sum of £100 or such other sum as the Committee may determine (according to the purpose of the hiring) by way of "damage deposit" not later than 21 days prior to the hiring.

9.4 Any such damage deposit shall be returnable to the hirer within a reasonable time less deductions (if any) made by the Committee (a) for any additional cleaning costs incurred by the Committee in returning the Community Centre to the state it was in at the commencement of hire and (b) for payment of any damage as mentioned in Regulation 9.2 above **PROVIDED THAT** if the total of the deductions exceeds the amount of the damage deposit then the deposit shall be retained by the Committee as part payment of the monies owing and the balance shall be recoverable from the hirer as a liquidated debt payable on demand.

9.5 In this Regulation 9 the word "damage" shall be read and construed as referring to damage including

also the loss of any utensils furnishings fittings and apparatus.

10. HEALTH AND SAFETY MATTERS

- 10.1 The hirer shall observe such safety conditions as are required by the Committee or a person appointed by the Committee to act on their behalf. No exits shall be blocked. No chairs or obstructions shall be placed in doorways. Emergency exit lights shall be illuminated at all times. No fire appliances or energy equipment shall be removed or tampered with etc. except when they are required to be used and unobstructed access to exits must be maintained at all times. No bicycles or other equipment must be left so as to obstruct or restrict access to any buildings at the Community Centre. Prior to the hiring the hirer shall read and familiarise himself with the site file. Emergency lights must be turned on during the duration of the hire.
- 10.2 The hirer shall in the interest of health and safety be responsible for arranging for stewards or doorkeepers to be present at the hiring and in any event the Committee may (but shall not be obliged to) stipulate that a specified number of stewards or doorkeepers shall be present.
- 10.3 In addition the hirer shall:
- 10.3.1 ensure that all portable electrical appliances over 12 months old and brought to the Community Centre in connection with a hiring have a current certificate to prove that they have been safety tested in accordance with legal requirements and to produce such certificates on demand by the caretaker or a Member of the Committee
- 10.3.2 take all reasonable steps to ensure that the hirer and persons using the Community Centre in connection with the hiring are made familiar with evacuation procedures and the location of fire fighting equipment.
- 10.3.3 be solely responsible for registering in accordance with the relevant law any activities required to be so registered by current legislation - for example under the Children Act 1989 the supervision of any children at the Community Centre may need to be registered.
- 10.3.4 not bring into the Community Centre any chemicals unless there is a proper

reason for doing so nor without the prior written consent of the Committee and in respect of any chemicals which are brought into the Community Centre the hirer shall ensure (a) they are not stored or put with chemicals intended for cleaning the premises (b) that the hirer complies at all time and in all respects with the Control of Substances Hazardous to Health Regulations 1994 (and with any regulations which amend or replace such regulations) and (c) that at the end of hire period the hirer immediately removes all such chemicals from the Community Centre.

10.3.5 provide and keep at the facilities during the hire period such first-aid equipment as may be required by law and which in addition is sufficient and suitable for the activities undertaken during such hire and to remove the same at the end of the hire period.

10.3.6 ensure that immediately anything occurs which is required to be recorded in writing by virtue of the Reporting of Injuries, Disease and Dangerous Occurrences Regulations 1995 (or by virtue of any statutory regulations amending or replacing the said 1995 Regulations) the hirer reports the accident to their own enforcing authority if the accident meets the criteria set out in the said 1995 Regulations. Details of the criteria can be found in the leaflet entitled RIDDOR 95 located in the site file. The hirer shall also record any accident in the Accident Book located at the Community Centre.

10.3.7 The hirer (and not to the extent allowed by law the Committee) shall have a duty to ensure the safety of its employees servants agents licensees visitors or any other person present during the hire

10.4 The provisions contained in this Regulation No. 10 shall not be deemed to impose or place on the Committee any obligation to exercise the rights reserved and no duty of care or otherwise on the part of the Committee shall be implied. The hirer shall at all times be solely responsible for the proper safe and lawful use of the facilities during the period of hire.

11. NO SMOKING

The Community Centre is used for a variety of uses considered by the Committee to be incompatible with smoking. Accordingly no smoking is allowed at any time upon any part of the Community Centre.

12. CENTRE CAPACITY

Details of the maximum number of people allowed in the Community Centre at any one times are indicated on the Public Entertainment's Licence displayed at the Community Centre or details can be obtained beforehand from the Bookings Secretary. The hirer shall not exceed 100 the relevant maximum and in any event shall not permit any part of the facilities to become overcrowded.

13. INTOXICATED PERSONS AND CONSUMPTION OF ALCOHOL AT THE COMMUNITY CENTRE

13.1 The hirer shall ensure that no intoxicated person shall be admitted or allowed to remain at the Community Centre.

13.2 The hirer must inform the Committee in writing 21 days before the date of hire if there is to be consumption of alcoholic beverages at the Community Centre. If alcoholic beverages are to be provided or are to be for sale it will be necessary for the hirer or the bar company to obtain an Occasional Licence to ensure that the licensing laws are complied with. Such a licence shall be displayed for inspection and the hire will be cancelled unless the licence is shown to the Committee or its representatives not less than 25 hours before the commencement of the hire to which that licence relates. Furthermore, the Bar Company used by the hirer must be one, which shall first have been approved by the Committee before the hire will be allowed to take place.

The Occasional Licence may not in any circumstances extend beyond the following times:

Monday - Friday	-	11 pm
Saturday	-	11 pm

13.3 Free bars are only granted upon application in writing to the Committee.

13.4 If alcoholic beverages are to be provided or sold during the period of hire they may only be provided or sold across the counter of the bar.

13.5 On the occasion of any hire for which an Occasional Licence has been granted the bar shall only be set up in the room provided. On no account must the bar be set up anywhere else within the Community Centre or the facilities.

14. FURNITURE, FIXTURES AND FITTINGS

14.1 No goods shall be brought into the Community Centre by the hirer unless permission of the Committee is first obtained. If permission is obtained then such goods shall be removed by the end of the hire period pursuant to Regulation 7.3 and until removed shall remain at the sole risk of the hirer and the hirer shall be responsible for the condition safety and suitability of the same during the hire period and until removed from the Community Centre.

14.2 No additions or alterations to or interference with the electrical installation shall be carried out nor shall anything be affixed to the walls windows or boundaries of the Community Centre or the facilities unless the permission of the Committee or caretaker is first obtained. The use of mobile generators either inside or outside the building is strictly prohibited.

15. CATERERS

Where outside caterers are employed the Committee reserve the right to be informed of the caterers name and address. Where the Committee have an approved list of caterers the selection of a caterer must be made from this list as these caterers are aware of the Committee's requirements in respect of care of the Community Centre and the serving of food and drinks generally. However, the Committee does not accept responsibility for any failure on the part of any caterer in connection with any arrangement made between the hirer and such caterer.

16. POLICE OFFICERS AND FIRE OFFICERS

If during the hire the attendance of any Police Officer or Fire Officer is necessary or appropriate in the opinion of the caretaker or the Committee then the cost of such attendance shall be borne by the hirer.

17. MUSIC AND DANCING ENTERTAINMENT

17.1 The Community Centre has a Public Entertainments Licence. Functions with music and/or dancing may only take place within the permitted hours namely:

Monday to Friday 10am to 12 midnight

Saturday 10am to 12 midnight

Sunday 12 noon to 10pm

No dancing is allowed on Sundays. The Public Entertainment's Licence is not in effect on Christmas

Day or Boxing Day. A copy of the Music and Dancing Licence is available for inspection at the Community Centre.

17.2 All music must cease at the time stipulated in the booking and in any event not later than the time needed to vacate the Community Centre i.e. 30 minutes from the end of the hire period (amplifiers and or speakers must be connected to the circuit controlled by cut-out equipment installed for this purpose).

17.3 The volume of all music must at all times be kept to a reasonable level and in accordance with any electronic cut-out equipment installed at the Community Centre. Such level must in no way cause interference or nuisance to occupiers of adjacent properties. Any instruction from the caretaker, Committee, Police or any other person having proper authority to reduce the level must be complied with immediately or the hire will be terminated and in such event any hire charge paid will not be refunded.

18. HIRER TO OBTAIN LICENCES

18.1 In the event of any other licence being required as a result of or consequential to the purpose of the hire then it is the responsibility of the hirer to obtain the necessary licence.

18.2 The hirer shall not perform or permit any performance of copyright work at the Community Centre unless the relevant licence has been obtained and the Committee may cancel the booking or terminate the hire if a breach of this Regulation becomes known to them in which event any deposit or hire fee paid by the hirer shall not be refunded.

18.3 The Committee has a licensing agreement with the Performing Right Society (PRS). In accordance with the guidance given by the PRS any hirer is required to provide certain information to the Committee.

(a) Where the hirer uses the facilities for events, whether live music or otherwise, such as popular (pop) concerts, classical concerts, discos, aerobics, dance classes or variety shows the hirer is required to declare to the Committee the total box office receipts for the event (net of V.A.T.).

(b) Where the hirer uses the facilities for live music events a programme return must be completed by the hirer which lists all the individual works used/performed.

Failure to comply with these requirements may mean that the Committee will refuse the hirer any further

hiring and furthermore the Performing Right Society will be informed and they may institute legal proceedings against the hirer.

.4 The Community Centre is not registered/licensed with Phonographic Performance Limited (PPL). Wherever copyright music is played in public by means of commercial sound recordings two copyrights are involved and consequently two licences are required. A PPL licence is granted on behalf of record producers whereas a PRS licence is granted on behalf of composers and music publishers. The hirer must procure a current valid licence from PPL for any activities during the period of hire, which by law require such a licence.

.5 The hirer shall at the hirer's own expense comply in all respects with the provisions of the Copyright Designs and Patents Act 1988 and any Act amending or replacing such Act.

19. OCCASIONAL SALES

19.1 **Car Boot Sales**

Where there is not already a car boot sale licence (issued by Bedford Borough Council) applicable to the Community Centre the hirer shall at his own expense obtain such licence before the sale occurs.

In this event the licence shall belong to the Committee and the hirer shall without requiring any payment immediately pass such licence to the Committee. Regardless of whether there is an existing car boot sale licence no sale shall take place if (taking into account the sale applied for) the number of such sales would in aggregate exceed the number authorised in the licence.

19.2 **Alternative Market**

An alternative market in these Regulations means any sale where there is a concourse of two or more sellers and which is not a car boot sale. Where there is not already an alternative market sale licence in force (issued by Bedford Borough Council) then an alternative market sale cannot be held regardless of whether the Committee has accepted an application for hire for such purpose.

19.3 **Individual Sale**

An individual sale in these Regulations means a sale held and managed solely by one individual seller where that seller is the legal owner of all of the goods for sale. In such cases the hirer must obtain all and any necessary consents before the sale takes place.

19.4 Local Trading Standards Officer

Hirers intending to use the facilities for an occasional sale of whatever kind must complete the appropriate form obtainable from the caretaker/Committee and send it to the local Trading Standards Officer at County Hall Bedford at least 10 days before the event is due to take place.

20. INDEMNITY

20.1 The hirer shall be responsible for and shall pay and keep (a) the Committee and the persons within the expression "the Committee" both in their official and personal capacities and (b) all other persons at the Community Centre during the period of hire fully indemnified against all damage damages losses costs expenses actions demands proceedings claims and liabilities made against or suffered or incurred by the Committee arising directly or indirectly out of:

20.1.1 Any act omission or negligence of the hirer or any persons at the Community Centre expressly or impliedly with the hirer's authority

20.1.2 Any breach or non observance or non performance by the hirer of the terms and conditions of the booking including these Regulations

20.1.3 Damage to or theft or loss of property or articles placed deposited brought into or left at the Community Centre either by the hirer or by any other person or for any such item that is left or deposited with any of the Committee

20.1.4 Any fines or penalties imposed on or payable by the Committee as a result of any breach non observance or non performance of any of the obligations imposed on the hirer by statute or by these Regulations.

20.1.5 The presence, use, state of repair and safety of any property or equipment brought to the Community Centre by or on behalf of the hirer.

20.2 The hirer shall pay to the Committee any monies reasonably incurred by the Committee in connection with the enforcement of these Regulations or in connection with any legal proceedings or threat of legal proceedings (including but not limited to legal and surveyors fees)

without prejudice to any decision of the Court which expressly overrides this provision.

- 20.3 In respect of the liability which attaches to the hirer personally as a result of arranging the booking the hirer shall effect and maintain during the period of hire at least adequate and sufficient Public Liability insurance (and where applicable Employers Liability insurance) with a major insurance company.

NOTE: Any Public/Employers Liability insurance's held by the Committee do not and cannot provide cover for the hirer or other persons concerned with the hirer in connection with the booking and use of the facilities.

LIMIT ON COMMITTEE'S LIABILITY

- 21.1 The liability of the Committee for any breach of its obligations arising out of a booking shall (to the extent permitted by statute law) be limited and shall not exceed the amount of the total hire charges actually paid by the hirer to the Committee.
- 21.2 Any rights and powers reserved to the Committee shall be exercised in a reasonable and proper manner

22. PARAGRAPH HEADINGS DO NOT FORM PART OF THE REGULATIONS

The headings contained in these Regulations are not to be interpreted as part of these Regulations.

23 REASONABLENESS

- 23.1 Nothing contained in these Regulations shall override the statutory rights of the hirer where these cannot lawfully be varied or overridden
- 23.2 Any rights and powers reserved to the Committee shall be exercised in a reasonable and proper manner

I am over 18 year of age. I have read and understood these Regulations for Hire and undertake to observe and perform them in all respects and to the reasonable satisfaction of the Committee. I agree that I shall be personally liable for any breach non-observance or non-performance (as the case may be) of these Regulations.

Date

Signed.....

Full Name.....

Address

.....

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