

Terms and Conditions for Hire of Thief Hall

1. The hirer must be 18 or over, and must apply for and obtain any license required for their event, and be responsible for ensuring all conditions are met.
2. The hirer is responsible for ensuring that the hall is used for a maximum of 200 people and no more in any circumstances.
3. The Hall will only be hired for lawful purposes and those specifically agreed when booking the hall. The hirer will be responsible for ensuring that only lawful activity and behavior are permitted.
4. When leaving the Hall, the hirer must ensure:
 - All electrical appliances are turned off.
 - All lights are switched off, especially remembering outside lights.
 - All external windows and doors are closed and locked.
 - Taps are checked and off.
5. The hirer is responsible for being in charge of and on the premises at all times when members of the public are present. At no time will animals be allowed on the premises except as agreed with the Owner. Animals will never be permitted in the kitchen.
6. The hirer is responsible for familiarising themselves with the fire regulations to include ensuring emergency exits are unblocked and unlocked for their event.
7. The hirer is responsible for any breakages, damage or losses, and must leave the premises clean, tidy and locked.
8. The owners of Thief Hole will determine the amount payable for cleaning or repairs where necessary.
9. In the case of damage, the hirer will be given a written estimate of the cost of repair by the owner.
10. The hirer is responsible any accidents, incidents and the health and safety of their guests. If there should be an incident it must be recorded in the book in the kitchen drawer next to the cooker, and to the owner. A first aid kit is in the kitchen and fire extinguishers are in all key points around the hall.
11. The owners can accept no responsibility for loss or damage to any equipment brought into, stored or left on the premises. No outside electrical appliance must be used unless its PAT test is up-to-date.
12. A deposit is required to book your date. If we do not receive payment you date is not secure. A deposit will not be refunded if you cancel your event unless the date is rebooked.
13. Payment for the event is two months prior or when booking if within this period. The hire of the building is for the specific agreed times shown on the booking form and does not entitle the Hirer to use or enter the premises at any other time. The hire period is the time that the hirer commences and finishes using the hall. This includes the time taken for setting up and clearing up.
14. Thief Hall may refuse any application for the hire of the Building without stating a reason.
15. Smoking is NOT permitted in any part of the building at any time.
16. Hiring will be arranged through the owner Jessica Barker or Manager Holly Lear always by email.
17. You are happy for us to use any your photographs that are shared on social media within our social media and on our website.

Sign..... Date.....