

BWSC HALL HIRE TERMS & CONDITIONS



1. The timings for hire of the clubhouse are split into day and evening hire.
 - a. Evening Hire (7pm – 11pm) – sale of alcohol until 11.00pm
 - b. Evening Hire (7pm – 12am) – sale of alcohol until midnight
 - i. *Additional charge is for 'Extended Council Licence Fee', must be submitted 21 days before event*
 - ii. *Club members are entitled to a £100 discount for evening hire of the clubhouse, once membership has passed 6 months.*
 - c. Day Hire (11am - 5pm)
 - d. Day Hire (continuing from 5pm onwards)**
 - e. Full hire fees are due at least 60 days prior to the event or at time of booking if less than 60 days prior to event

**discount is only available for individuals who have held membership for 6 months minimum.*

*** the finish time will normally be 6.30pm at latest however individual agreements will be considered.*

2. The above fees are for the hire solely of the hall and other clubhouse facilities only. Outside facilities, such as tennis courts, football and cricket pitches can be included within a hire package at an extra agreed price.
3. In the event of cancellation by the hirer, the below fee is refundable:
 - a. 90 days before hire date - 100% of fee is refundable
 - b. 60 days before hire date - 50% of fee is refundable
 - c. 30 days before hire date - 25% of fee is refundable
 - d. Less than 30 days before hire date – 0% of fee is refundable
 - e. If the event is cancelled by the Club the deposit will be returned in full.
4. The hirer of the hall will also agree to a returnable deposit of
 - a. Evening Hire - £100
 - b. Day Hire - £50
 - c. Full deposits are required at time of booking to secure requested date
5. The hirer is responsible for the behaviour of their guests throughout the time on the premises.
 - a. Guests are not permitted to be on any playing area for safety reasons
 - b. Any damage caused will mean your deposit or part will be retained. If damage is major, then the full cost of repair or replacement will be sought.
6. The hirer is required to leave the hall in the same condition as it was before the hire (i.e. clean and with tables and chairs replaced into original positions). Failure to do so will result in loss of deposit to required amount. This includes:
 - a. Wilful damage being caused

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- b. The hall not being left as found
 - c. Use of pins or sellotape on walls and bar area (please only use white tack to secure decorations)
 - d. Balloons and similar items being left in the hall that would cause activation of alarm overnight
 - e. Rubbish not collected into black refuse sacks and placed by the front door
 - f. Kitchen not returned to original state with power points off
7. BWSC have the below policy with regards to alcohol consumption within the club:
- a. Any guest who is deemed to be under the legal age to obtain alcohol will be politely refused and the matter brought to the attention of the person hiring the hall
 - b. Under no circumstances should any drink (including soft drinks) be brought onto the club premises. If staff do find that drinks have been brought into the club, they will be confiscated. If refused by the person, they will be asked to leave, and the issue will be brought to the attention of the hirer.
 - c. If the above are not resolved to the satisfaction of the bar staff this may result in the event ceasing at that point and in certain circumstances their deposit forfeited.
8. We will not tolerate violence or abusive behaviour towards any of our staff at any time, this applies to non-members and members.
9. For certain events BWSC may insist on Private Door Security. This will be charged at cost to the hirer
10. Blackheath Wanderers shall not accept any responsibility for any lost, damaged or items removed from within or outside of the club.
11. Being a Sports Club, the bar area is open to all club members, however every consideration will be given to prevent interference to the hirer.
12. Any music/entertainment (i.e. disco/band) must cease at 11 pm and all persons leave the premises by 11.30
- a. In the case of an extended hire (see 1b) any music/entertainment (i.e. disco/band) must cease at 12 midnight, and all persons leave the premises by 12.30am
13. On leaving the premises please ensure that guests leave quietly for the consideration of our neighbours.
14. We will be operating within government guidelines with regards to COVID-19 (e.g. clubhouse capacity and register, social distancing) and will be shared separately.

Blackheath Wanderers Sports Club