

Kirk Deighton Village Hall CIO

Additional Terms and Conditions of Hire for Weddings and Adult Parties

These Terms and Conditions of hire are in addition to the General Terms and Conditions of Hire.

Your hire of the hall is for the main hall only. If you wish exclusive use of the hall, or require to book the smaller Broadley Room as well, you will need to pay for hiring the Broadley Room.

NB Food is not allowed to be served, stored or eaten in the Broadley Room. You can use the Broadley Room to store presents, coats etc or for a quiet sitting area.

1. Alcohol licence If you wish to sell alcohol to your guests you will need to request a licence from Harrogate Borough Council – please advise the Booking Secretary if you obtain a licence, as we are only allowed a limited number per year and it is required that we keep a record of these. If you wish to give your guests alcohol, with no charge to them, you do not need a licence.
2. Once you have a confirmed booking, please arrange with the Bookings Secretary to have access to the hall, at a mutually convenient time, to show your caterers, entertainers etc around, if required.
3. On the first day of your hire, the hirer (the person whose name and signature are on the booking form), needs to meet the Booking Secretary (or an alternative representative of Kirk Deighton Village Hall) at the village hall at the beginning of your hire time. No caterers, decorators, entertainers etc. will be allowed entry to the hall before the Bookings Secretary has met the hirer and given them the code for the front door.
4. The hirer is then responsible for giving access to the hall to any persons employed by them to provide a service for their event. Please monitor their access to the hall responsibly and ensure that the hall is locked whenever the hall is empty.
5. The hirer needs to ensure that any equipment provided by third parties is collected from the premises at the end of the hire period. If your hire is at a weekend and equipment cannot be collected until Monday you will need to discuss this with the Bookings Secretary. You will be charged, at a Room Hire rate for the storage of equipment until it can be collected. You are responsible for allowing access to third parties for the collection of equipment and for cleaning the room it has been stored in afterwards.
6. The hirer, and not anyone else, is responsible for ensuring that the hall is locked at the end of the hire period.
7. Cars may be left, at the owners' risk, overnight in the car park but there may be a restriction on this if there is a hire the following day. Please discuss with the Booking Secretary.