

Terms and Conditions of hire - General Use

TERMS & CONDITIONS OF BUILDING HIRE & USE

With effect from 1st January 2017

Thank you for making your booking to use the facilities of Ramsey Elim Community Church!

BOOKINGS

The User shall occupy the building only during the times specified on the booking confirmation.

Arrangements shall be made to open/close up the building for you at these times.

THE CHURCH LEADERSHIP RESPECTFULLY REQUEST AND ADVISE THAT:

- a. The booking is made on the strict understanding that the building is NO SMOKING in any area and there shall be NO consumption/sale of ALCOHOL on the premises. We also reserve the right to decline hire of the premises for events which will involve any – Betting, Gaming, Lotteries, Halloween Celebrations and any other event which promotes occult activities, or any event which the Church Leadership deem unsuitable.
- b. In respect of those who live in the proximity of the building, please be as quiet as possible when leaving, especially at night. The latest time for lock up at night is 10:30pm and all users must be cleared up and ready to leave at that time.
- c. The reserved parking spaces in the area near the building are for the use of residents only.
- d. For safety issues children are not permitted in the kitchen area.
- e. First Aid Boxes are situated in both the upstairs and downstairs kitchen area.
- f. It is the responsibility of the User to remove all rubbish from the premises and to leave the building in a clean and tidy condition. Additional charges will be incurred for additional cleaning requirements caused by the user.
- g. Due to lack of space regular Users should not store their own personal items in the building.
- h. Regular Users shall be charged for any unused sessions unless advised one week in advance.

I. Accident Book must be completed by any person injuring themselves during the course of the event. The Book is located in the downstairs kitchen.

MUSICAL INSTRUMENTS are not available for use and must remain on the stage behind the barrier; any damage will incur a fee.

MEDIA/COMPUTER – The equipment can only be operated by a member of our staff and will incur an additional fee at the same rate as the hire charge (this is dependent on staff availability and cannot be guaranteed). If you intend to use your own player and CD's you must also hold your own public license to do so. The Church shall not be held responsible for any infringement of Copyright and any costs which may be incurred.

DAMAGE Users are requested to treat the premises with respect. The Church will apply an additional charge in the event of damage to or loss of property during the course of hire, or for instances where excessive cleaning is required following hire where the premises have not been left in a clean and tidy condition. Any charges incurred by the Church including that of any repair or appropriate replacement of any fixtures, fittings, furniture or other property damaged in any way shall be invoiced to the user and payable on demand.

CHILD PROTECTION The Hirer accepts full responsibility for ensuring that an appropriate Child Protection Procedure is in place and is observed by all persons on the premises involved with children and young persons under the age of 18 during the course of the event for which the premises have been hired.

Please note that Ramsey Elim Community Church cannot be held responsible for the loss or damage of any personal effects or equipment brought into the church during the period of hire.

In circumstances beyond our control it may be necessary at short notice to ask the User to cancel or reschedule a hire period. Ramsey Elim Community Church reserves this right.

Terms and Conditions of hire - Band Practices

TERMS & CONDITIONS OF BUILDING HIRE & USE

With effect from 1st January 2017

Thank you for making your booking to use the facilities of Ramsey Elim Community Church!

BOOKINGS

The User shall occupy the building only during the times specified on the booking confirmation.

Arrangements shall be made to open/close up the building for you at these times.

THE CHURCH LEADERSHIP RESPECTFULLY REQUEST AND ADVISE THAT:

- a. The booking is made on the strict understanding that the building is NO SMOKING in any area and there shall be NO consumption/sale of ALCOHOL on the premises. We also reserve the right to decline hire of the premises for events which will involve any – Betting, Gaming, Lotteries, Halloween Celebrations and any other event which promotes occult activities, or any event which the Church Leadership deem unsuitable.
- b. In respect of those who live in the proximity of the building, please be as quiet as possible when leaving, especially at night. The latest time for lock up at night is 10:30pm and all users must be cleared up and ready to leave at that time.
- c. The reserved parking spaces in the area near the building are for the use of residents only.
- d. For safety issues children are not permitted in the kitchen area.
- e. First Aid Boxes are situated in both the upstairs and downstairs kitchen area.
- f. It is the responsibility of the User to remove all rubbish from the premises and to leave the building in a clean and tidy condition. Additional charges will be incurred for additional cleaning requirements caused by the user.
- g. Due to lack of space regular Users should not store their own personal items in the building.

h. Regular Users shall be charged for any unused sessions unless advised one week in advance.

i. Accident Book must be completed by any person injuring themselves during the course of the event. The Book is located in the downstairs kitchen.

MUSICAL INSTRUMENTS are available only when a member of staff from Ramsey Elim Community Church is present. Any damage caused by the user to any of the musical instruments and related equipment shall be invoiced to the user and payable on demand.

MEDIA/COMPUTER – The equipment can only be operated by a member of our staff.

DAMAGE Users are requested to treat the premises with respect. The Church will apply an additional charge in the event of damage to or loss of property during the course of hire, or for instances where excessive cleaning is required following hire where the premises have not been left in a clean and tidy condition. Any charges incurred by the Church including that of any repair or appropriate replacement of any fixtures, fittings, furniture or other property damaged in any way shall be invoiced to the user and payable on demand.

CHILD PROTECTION The Hirer accepts full responsibility for ensuring that an appropriate Child Protection Procedure is in place and is observed by all persons on the premises involved with children and young persons under the age of 18 during the course of the event for which the premises have been hired.

Please note that Ramsey Elim Community Church cannot be held responsible for the loss or damage of any personal effects or equipment brought into the church during the period of hire, including musical instruments and any related equipment.

In circumstances beyond our control it may be necessary at short notice to ask the User to cancel or reschedule a hire period. Ramsey Elim Community Church reserves this right.