

BOOKING FORM FOR SINGLE BOOKING

Crookham Street Social Club, The Street, Crookham Village GU51 5SJ

Name.....

Type of Hire.....

Email address.....

Phone Number.....

Date of Booking/...../.....

Time required, FROM TO

NOTE; Evening parties from 7pm,

Music must stop at 11.30pm and Club closes at Midnight

Do you require early access for set up? Yes/No. You can have 1 hour for set up.

If Yes what time?

Total Cost £

Deposit paid £

Balance £ Due 28 days prior to date of booking

Details for Bank Transfer, Lloyds Bank, Sort Code 30-93-32 A/C No 00064018

Account Name Crookham Street Social Club

Please make sure that the premises are left in the same condition as you found it. All furniture in its original position.

All rubbish MUST be removed from the premises.

I agree to the terms and conditions as laid out overleaf and have been shown the positions of the fire exits and extinguishers.

Signed

Terms & Conditions of Hire

1. The Booking (if accepted) will be entered as provisional and will not be converted to a reservation until the Club has received a signed copy of the booking form and the deposit has been paid. Payment in full is required 28 days before the booking commences.
2. The premises will be hired on the day, times and at the charges confirmed by the Booking Form or in the case of web bookings the confirmation e-mail.
3. If access is required for setting up, then the club can be open for 1 hour on the day of hire to facilitate this.
4. At the end of the hire all equipment must be dismantled and removed from the club. The furniture is to be replaced in the position that it was found. The club is to be cleaned and left in the state it was found. NB: Any failure to vacate by the end of the hire period or to remove anything brought in for the function, the Hirer must pay on demand the amount of any resulting losses or costs incurred.
5. The Club must receive payment in full 28 days before an occasional hire and monthly in advance for regular hire.
6. Crookham Street Social Club reserves the right to cancel or amend bookings if necessary. Any such cancellations or amendments will be notified to the Hirer.
7. In the event of cancellation by the hirer, the club must be informed in writing or by email. Refund of the charges will be made as follows; 28 days or more - payment refunded in full, 14 to 28 days – 75% refund, 7 to 14 days – 50% refund. Less than 7 days no refund. Transfer of payment to another booking is not permitted.
8. The hirer shall indemnify to Crookham Street Social Club the cost of repair for any damage to any part of the facilities or its contents caused by the hirer or their guests.
9. Crookham Street Social Club does not accept liability for accident, damage, personal injury or loss that may occur apart from where shown to arise from its negligence.
10. The hirer shall ensure that activities for children under 8 years of age comply with the provisions of the Children’s Act 1989 and any subsequent legislation; and that only fit and proper persons have access to the children.
11. Crookham Street Social Club reserves the right to require the Hirer to pay a Deposit in addition to the Hiring Fee. At its discretion the club is entitled to withhold repayment of such deposit in the event that the hirer fails to meet the hirer’s obligations in the terms of these conditions of hire. Withholding such deposit does not preclude the Club seeking such damages from the hirer as may be appropriate for any breach of the Terms and Conditions of Hire.
12. The use of unauthorised signs or “fly-posting” to promote any event is strictly forbidden. If this condition is contravened the Club reserves the right to cancel the booking with no refund of monies paid.
13. You are responsible for the safety of your guests during the booking, please ensure that you ask to see the fire evacuation details, if possible either yourself or the DJ to point out the fire exits before he starts.