

High Lane Cricket Club : Private Hire Agreement

Event Terms

This agreement is between High Lane CC ('The Club') & ('The Hirer') for the hire of the event space ('The Pavilion') at High Lane Cricket Club, Middlewood, High Lane, Stockport, Cheshire SK6 8AU.

The hire is for a period of _____ to _____ on the _____.

A booking fee of £_____ is payable in full at time of booking via our website or at till at the club to secure your event.

[Standard 2024 booking fees: £140 for day hire or part thereof / £90 for 'Kids Parties' / Wedding events and other special events costed on request].

Any additional services can be requested to be paid in advance of the event to the HLCC event organiser:

- Temporary event notice : £_____ (For extension of licensing terms : £30 minimum)
 - Additional set-up time : £_____ (@ £15 per hour)
 - Corkage charge : £_____ (£6 per bottle)
 - Catering facilities : £_____ (Negotiated at time of booking)
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General Terms

The Club commits to:

- Provide exclusive, full and free access to the pavilion and patio area but reserves the right to play sport on the ground and make use of changing rooms, car park and other facilities.
- A maximum of one hour set-up is included within any full or half day hour. Additional set-up hours can be agreed in advance at the hourly charge rate.
- The bar facilities will be provided and staffed by the club. If the hirer wishes to provide wine there will be a corkage fee of £6.00 in addition to the hire fee.
- Catering facilities can be provided by the club on request for an agreed fee.
- The club understands that accidents do happen, and that breakages do occur. These must be notified to the club, and any reimbursement due will be at the sole discretion of the committee.

The Hirer commits to

- Any hirer of the club facilities shall be at least 25 years old and shall be present throughout the function.
- The Pavilion will be handed over in a clean and tidy condition, and the hirer will ensure that at the end of the hire period the clubhouse and grounds are left in a similar condition. An additional cleaning charge of £15 per hour may apply at the discretion of the club.
- No glasses are to be taken onto the ground for health and safety reasons.
- There shall be no performances or activities on the licensed premises which involve any elevated risk of danger to the public. The hirer needs to be aware that highly flammable substances are not permitted to be brought into the pavilion.
- The hirer is permitted to dress the room and rearrange certain furniture to an agreed layout for the event but is asked to respect the conditions of use and guidance set by the event organizer to avoid damage to the decoration of the pavilion (e.g. No Blu tack or Selotape on walls etc.).
- The hirer commits to support the club in ensuring their event and their guests comply with the terms of the club premises license under which it operates (See overleaf).

Club Licensing terms

Our club currently operate under a Club premises license (Available on request) which sets out clear regulations around the supply of alcohol and regulated entertainment including amplified music.

Our current agreement allows the supply of alcohol between 11:00 and 23:00.

If the hirer wishes to vary these terms, then the club may be prepared to apply for a Temporary Event Notice (TEN) from Stockport MBC at a charge of £30. Six weeks notice is required and is at the discretion of the licensee.

The club strictly adheres to its license and the following conditions of operation:

- The hirer of the club is automatically given 'HLCC social membership' for the day of the event as part of your hiring fee. The hirer must provide a list of guests attending to whom alcohol can be supplied in advance of event or request their guests to sign-in on purchase of alcohol. The hirer is responsible for the conduct of their guests during the event and are asked to respect the clubs code of conduct (Available on our website)
- All external doors and windows to rooms in the pavilion shall be kept closed during the period amplified music/speech shall be played, save to permit access to and egress from the building, after 19.00.
- The hirer shall take all reasonable steps and precautions to minimise the risk of disturbance or nuisance to local residents caused by events or attendees at the licensed premises (whether through people noise, entertainment noise, vehicular noise, waste disposal, event set-up or breakdown, littering or noxious odour).
- The hirer shall ensure that volume levels from both amplified music are monitored by a responsible person throughout the duration of the activity. Monitoring shall take place both inside and outside of the licensed premises and due regard shall be had to whether the activity may lead to excessive noise at neighbouring properties. Appropriate remedial steps shall be taken, and recorded, in the event of any excessive noise levels being experienced.
- There shall be no adult entertainment or services, activities, other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children.
- The club management adopt a 'Challenge 21 'proof of age scheme and operate a requirement for the production of a passport, driving license or other bona fide form of identity carrying a photographic image, where the individual requesting the supply of alcohol appears to be under the age of 21. The hirer needs to advise any attendees of this policy.
- If underage drinking is found to be occurring at a private function, then the function shall be closed down with immediate effect.

We agree to the terms of the hire:

Agreed total fee of: £..... **Payable in advance (Booking fee & Additional Services).**

Signed for High Lane Cricket Club

Date

Signed 'The Hirer'

Name (PRINT}

Address

Telephone

Mobile

Email

Please sign and return the agreement to : C/O HLCC Social Secretary