



BOOKING TERMS AND CONDITIONS FOR ONE-OFF EVENTS

1. For a booking of 2 hours or more, the Hirer may have access to the scout hut up to 30 minutes before the booked start time and for no more than 30 minutes after the booked end time to allow for preparation and clearing up.
For bookings of less than 2 hours duration, this access will be for no more than 15 minutes either side of the booked time slot.
Any additional time required will be charged for at our standard hourly rates.
2. The hire of the scout hut includes use of the main hall, kitchen and toilets but excludes access to or use of any other areas, unless specifically agreed otherwise and noted in 'Special Conditions' on the booking form.
3. The Hirer is responsible for leaving all areas used during the hire period in a clean and tidy condition and for the removal and disposal of all rubbish.
4. The Hirer is responsible for the cost of repairing any damage caused, replacing furniture or fittings lost or damaged, or for deep cleaning of the building after the event if this is deemed necessary. The cost of such cleaning and/or disposal of any rubbish left behind will be invoiced separately and will be charged at cost.
5. The entire building and grounds are a no smoking area.
6. Payments can be made by cheque payable to '1st Clifton (York) Sea Scouts' or by bank transfer to Sort Code: 40-52-40, A/C No: 00032490. A non-refundable deposit of 50% of the total hire charge is payable on booking, the balance is payable at the time of the event.
7. The Hirer is responsible for the proper conduct of all persons using the Scout hut at the booked event.
8. 1st Clifton Sea Scout Group does not accept responsibility or liability for any damage or loss of property for items that are placed or left on the premises.
9. The costs of providing heating, where required, are included in the hire fee. The heating controls on site must not be interfered with in any way and any adjustments required must be requested via the contact numbers provided adjacent to the heating controllers.
10. The Hirer must make themselves, and anyone using the building during their event, familiar with the fire procedures for the Scout HQ and must inform the booking secretary of any factor which involves additional risk. The Hirer is responsible for complying with all health and safety, fire, security and safeguarding requirements & regulations, ensuring appropriate risk assessments, understanding and insurance cover (including public indemnity) are in place.

