

 FAREHAM MASONIC CLUB
Conditions of Hire

It is expected that the Hall will be left in the same condition as it is found.

1. Admission of guests is by invitation of the Hirer only.
2. No 18th or 21st birthday bookings accepted, except for Club members with prior permission of the Management.
3. The Hirer is responsible for the ejection of all unauthorised persons.
4. The Hirer is responsible for any damage caused to the premises.
5. No food (except nuts and crisps) to be brought into the building, any food is to be arranged through the Club's resident caterer. If the caterer cannot provide food, the Hirer may be allowed to bring food in at the discretion of the Management; a charge will be made for this option.
6. The kitchen facilities may not be used by Hirers.
7. All liquor and other beverages to be consumed must be purchased from the Club unless otherwise agreed in writing prior to the date of the function. A corkage charge will be levied.
8. The Hirer must be present at the function and is responsible for the behaviour of all guests.
9. A £50 non-returnable deposit is required to confirm the booking. Full payment of the booking fee to be paid at least 21 days before the date of the function.
10. Final details, numbers attending and table plans to be received by the Club at least 14 days before the date of the function.
11. The Management accepts no responsibility for loss, damage or injury to persons or vehicles using the premises.
12. The Hirer may put up (with permission) additional decorations with soft fixtures (e.g. *blu-tak*) for a special functions (paper messages, balloons etc.) but it is the Hirer's responsibility to remove them without causing damage as soon as the function has ended.
13. All property of the Hirer is to be removed from the premises and vehicles removed from the car park at the conclusion of the function, unless otherwise agreed with the Management.
14. The Club Bar may be used for the purchase of drinks. No food in to be consumed in the Club Lounge.
15. Bar facilities beyond 11.00 p.m. are by prior arrangement and a charge will be incurred.
16. No confetti is to be brought into the premises, the clearing of any excess clutter will be charged.
17. It is the responsibility of the Hirer that any entertainment has Performing Rights Society approval.
18. Access to the Hall is usually 30 minutes before the start of the function or 30 minutes after the bar closes. Access is possible during normal working bar hours (1030-1500); access outside these hours is to be paid for by the Hirer.