

## **Causeway Coast Arena Venue Hire Terms & Conditions**

- All facility bookings are deemed as confirmed once online booking has been made with pre-payment.
- Only the facilities booked on the online system may be used. No other facilities can be used without prior consent/payment eg. Other arenas, stables etc.
- Arena hire does not include dressage boards or a showjumping course. Showjumps may be left out for use if indicated on the form and if booked with enough notice (72 hours). Showjumping courses will be available to hire after showdates and will be advertised as such on facebook.
- For event hire, the total hire must be paid for 7 days prior to the event and if the event is cancelled with less than 24 hours the arena hire fee is not refundable.
- Correctly fitting and fastened riding hats (to standard PAS015 or SEI ASTM F1163 04a onwards or SNELLE2001) and correct footwear must be worn at all times when riding at the centre.
- The hirer (for events) must take out appropriate employee and public liability cover as necessary and a copy of the insurance certificate must be lodged with Causeway Coast Arena prior to the event.
- All coaches who teach at the centre will also need to lodge a copy of their insurance certificate with the Causeway Coast Arena prior to clinics.
- All hirers (individuals) must have their own insurance and by booking online confirm that they hold a valid insurance certificate and the insurance number is to be included in the notes section of the booking.
- All hirers (for events) must execute their own Health & Safety written risk assessment and a copy lodged with the centre prior to the event. If deemed necessary, the hirer must provide their own first aid provision.
- Causeway Coast Arena must be informed immediately in the event of an emergency and the relevant emergency services summoned.
- Incident reporting forms should be completed at the time of any accidents/incidents involving any injury in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013. A copy must be lodged with the centre as soon as possible and must include witness statements.
- All droppings must be removed from the arena surfaces and lorry park. A minimum fee of £50 for clearing up after an event will be charged to the litterer.
- Causeway Coast Arena accept no responsibility for any loss, injury or damage incurred to or by any participant, property or animal using the facilities or taking part or otherwise attending the event.
- Safety cups must be used in the correct manner when back rails are used on show jumps. Training can be provided.
- All breakages must be paid for in full, charges available on request.
- Vehicles must only be parked in designated areas and must not block entrances/exits.
- Dogs must be kept on leads and under control at all times, please clear up after your dog.