# QUEENSGATE SPORTS CLUB

## Oakfield Close, Bramhall, SK7 1JT

**BOOKING FORM FOR HIRE OF CLUB PREMISES**

I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS (Page 2) AND THE SUPPLEMENTARY ADVICE GIVEN BELOW

Name (please print)  Date

Address

Postcode ***\_\_\_\_\_\_\_\_\_\_\_***

Representing (Name of organisation if appropriate)

Contact Telephone No.  Email

Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Date of Event(s)  Start/Finish Times

Type of Event

Are you a member of QSC? (**Yes/No**) Which Section? Bar Required? (**Yes/No**)

Estimated No. of Guests: Adults  Children (<10yrs)  Children (10-18yrs)  Total

Current Rates are: **Deposit - £50 Non-QSC Hourly Rate - £25 QSC Member Hourly Rate - £15**

(Cheques payable to “Queensgate Sports Club”; or Account Details can be separately supplied).

**SUPPLEMENTARY ADVICE / INFORMATION**

1. Before using the Premises the Hirer shall attend a briefing by a representative of QSC on the procedure to be adopted for the evacuation of the premises in case of fire or other emergency, and shall comply with it. The Hirer should also ensure they are aware of the location of appropriate fire fighting equipment, and Emergency First Aid, including Defibrillator.
2. Seating in the Main Hall area is only available for maximum 60 persons. Tables are available for a similar maximum capacity but the Hirer should determine in advance if the available tables fulfil their requirements.
3. Main Hall dimensions are 13metres by 5.6metres, with a ceiling height of 2.8metres.
4. A Kitchen is available with an oven and refrigerator and washing up facilities, located just off the Main Hall. Outside caterers are allowed access to this but the Hirer is responsible for ensuring it is left as found.
5. The Hirer must comply with the terms of the QSC Liquor Licence and no alcohol may be brought onto the premises by the Hirer. The Bar must close by 11:30pm. All music must finish by 11:45pm.
6. The Bar operates on a CASH-ONLY basis and the Hirer is responsible for pre-warning Guests.
7. The Bar is normally operated by members on a trust basis. If Bar staff are required for a Non-QSC Function then this should be by separate arrangement agreed in advance, and supplementary charges may be incurred.
8. No smoking is allowed in the premises but smoking is permitted in the paved area to the East of the Main Door. Cigarette discards should be placed in the wall mounted container provided and noise/disturbance kept minimal.

**TERMS AND CONDITIONS**

1. **DEFINITIONS**

In these Terms and Conditions the following expressions shall have the following meanings:

1. the ‘Booking’ means the hire of the Premises as set out on Page 1
2. the ‘Club’ means Queensgate Sports Club
3. the ‘Hirer’ means the Person/Member hiring the Premises as set out on Page 1
4. the ‘Premises’ means those areas of the Queensgate Sports Club which are included in the booking
5. the ‘Booking Fee’ means the price quoted by the Club in respect of the Booking
6. the ‘Deposit’ means an agreed sum of money lodged with the Club to cover losses due to late cancellation or reparation in the event of damage or additional cleaning costs incurred during the Hire.

**2. GENERAL**

1. These Terms and Conditions shall apply to all Bookings accepted by the Club and supersede all other Terms and Conditions, representations or undertakings made by the Hirer of the Club. Nothing said or written during the course of the negotiations between the Hirer and the Club shall have any contractual or other legal effect unless incorporated into this document.
2. No agreement shall be effective to vary the Booking unless agreed upon in writing and signed by the representative of the Club duly authorised in writing.

**3. DESCRIPTION OF PREMISES**

1. The Club reserves the right to make, without notice to the Hirer, any improvement or alteration in the material, specification, dimensions or design of the Premises which it thinks is reasonable or desirable or which it is required to make by Law and such improvements and alterations shall not affect the validity of the Booking.
2. Illustrations, photographs, descriptions and general literature relating to the Premises are intended as a general guide only and the Premises may not necessarily correspond in all aspects with images in such illustrations and photographs or described in the general literature.
3. There is a car park which can be used by Hirers and their guests, but it is also used by Sports Club members and spaces cannot be guaranteed or reserved.
4. Access to the Bowling Green / Tennis Courts / and Snooker Room are not part of this Hire agreement and are strictly forbidden to any other than relevant QSC members.

**4. BOOKING**

1. Completion of the Booking Form shall constitute a binding Booking between the Club and the Hirer and any agreed variations made at the request of the Hirer shall be subject to an adjustment of the Booking Fee. The Hirer making the Booking shall be deemed to be satisfied as to the contents and specifications relating to the premises. Acceptance of the club’s Terms and Conditions shall be deemed to have been given on, and implied by, the placing of the Booking with the Club.
2. No booking shall thereafter be cancelled, altered or superseded either in whole or in part without the written consent of the Club. It should be noted that only the rooms identified on the Booking Form may be used by the Hirer.

**5. PRICE**

All prices quoted are those that are prevailing at the time of the Booking and, apart from 4b) above, the Price will not be altered or amended. The Club however reserves the right to correct any arithmetical errors or omissions in the Price.

**6. PAYMENT**

Unless otherwise agreed, payment in full shall be due not less than 7 days before the function. If any sum is not paid in full by this date, the Club shall have the right to terminate the contract forthwith by notice in writing whereupon Clause 9 shall apply.

**7. LICENCE TO ENTER**

Upon payment of the Booking Fee the Hirer shall have the right to enter the Premises and the right to use the Premises together with their agents and visitors subject to these terms and conditions.

**8. HIRER’S OBLIGATIONS**

1. The Hirer is responsible for the preservation of good order whilst the premises are being used and they will also be responsible for any damage that may occur due to their use of the Premises. This includes minimising nuisance to neighbours. In the event of such damage, the Club will make it good and the Hirer, by acceptance of these Terms and Conditions, will thereby be deemed to have undertaken to pay the cost of such reparation. In the first instance this cost will be deducted from the Deposit but the club reserves the right to request an additional charge if it can justify that reparation costs exceed the deposit
2. The Hirer is responsible for carrying out a Risk Assessment of potential/planned activities, and putting in place effective measures to control any Risks identified. This includes extras such as Bouncy Castles which must have separate insurance cover
3. The Hirer will undertake not to advertise the function and confirm that tickets will not be sold to the General Public. The Hirer will be responsible for their guests while on the Club Premises.

**9. TERMINATION OF THE CONTRACT**

1. The Contract shall automatically terminate if the Hirer commits any act of Bankruptcy or has a receiving order made against them or has any process of distress or execution levied upon their goods before the Booking has been paid for. If the Club reasonably considers that any of the said events is about to occur before the Booking has been paid for then, the Contract may be terminated forthwith in writing
2. In the event of termination under Clause 9 or under sub-clause (a) above the Hirer shall cease to have any interest or right to possession of any part of the Premises
3. Termination under this clause or under Clauses 6 &9 hereof shall be without prejudice to the Club's right to recover damages for any breach by the Hirer

**10. LIABILITY OF THE CLUB, FORCE MAJEURE, ETC.**

The Club shall not be liable for any loss or damage suffered by the Hirer and the agents and visitors save where such an exclusion conflicts with statute.

**11.** **NOTICES**

Any notice may be served by either party on the other by leaving it or sending by Post or email to the address of that party contained in the Contract. Such notice shall be deemed to be swerved when it would be received by either party in the normal course of transmission by post or otherwise.

**12.** **JURISDICTION**

The law governing this contract shall be the law of England