



70 Seabourne Road, Bexhill, East Sussex, TN40 2SW

Terms and Conditions of Hall Hire

By hiring space(s) at Pebsham Community Hub, you are agreeing to the following conditions of hire.

If these Terms and Conditions are not followed, the hirer who signed the booking form will lose their refundable deposit and may be subject to additional charges for any damages and repairs at the time of your booking, if the hall is left unclean and untidy after your booking or your rubbish left behind.

- **A refundable deposit is due at the time of booking. Payments can be made by cash, card or bank transfer. Your booking is not confirmed until a deposit has been received.**

Deposit amounts:

- No alcohol - £25 per space
- Alcohol - £50 per space

A late night charge of £20 will be added to any booking that finishes after 10pm.

- **If for any reason you need to cancel your hire, you must give the booking secretary at least 14 days' notice before your hire date for a full refund. Cancellations with less than 14 days' notice will result in loss of the full hire fee.**
- **All hirers must allow sufficient time set up and clean down time within their booking time. No extra time is given at the start or end of hire sessions.**
- **If you haven't turned up after 30 minutes from when your hire time starts with no notice, your booking will be cancelled automatically and will result in loss of the full hire fee.**
- **The hirer must be over 21 and must remain on site during the time of the booking.**
- **As the hirer you are responsible, during the period of your hire, for: supervision of the premises, the fabric and the contents, the care and the behaviour of all persons using The Hub, whatever their capacity, including proper supervision of car parking arrangements.**
- **Hirers must bring with them: bin bags. These are not supplied with your booking.**
- **The Hub carries its own insurance against claims against negligence of the Trustees and you should not rely on this insurance.**



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- **During the period of your hire, the Hirer shall be responsible for all damages, losses, claims and costs arising out of your use of the premises and shall indemnify The Hub and its Trustees from and against any expense liability loss claim or proceedings including claims for personal injury to or the death of any person whatsoever arising out of the course of or caused as a result of the hire except where due to the negligence of the Venue or the Hall Trustees or their agents.**
- **The hirer will be responsible for drawing these Terms and Conditions to the attention of any other attendees at their event.**
- **The hirer will respect residents that live nearby to The Hub Including keeping noise levels to a reasonable level.**
- **Hirers are to use the hooks provided to hang any decorations they may have at the time of their booking. The use of cello tape, blue tack and pins are not allowed on the walls. Any hirers that have used these on the walls will be charged accordingly if any damage occurs.**
- **The Hub is to be left in a clean condition after your booking. This includes equipment put back where it was and all rubbish taken with you to dispose of.**
- **Smoking is prohibited inside all areas of The Hub. Please ensure cigarette ends are disposed of in the ashtray provided outside.**
- **Under no circumstances is alcohol to be consumed outside of The Hub.**
- **You the hirer will lose your refundable deposit and may be subject to full cleaning/repair charges if any equipment or areas are damaged because of your booking and/or if the space hired isn't left clean.**
- **Your equipment and belongings are your own responsibility and are therefore left at your own risk if you leave them in the building. The Hub takes no responsibility for any equipment and personal belongings damaged or taken before, during and after your hire.**
- **Hire of the café space is at the discretion of the booking secretary.**
- **To receive the discounted charity rate, a charity number must be provided**
- **The hirer understands that verbal abuse towards our volunteers will not be tolerated. If this occurs, you will be prevented from hiring The Hub in the future.**



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Pebsham Community Hub Hire Prices

Hourly Prices (without alcohol)			
No alcohol supplied by yourself for the booking. All bookings (non-alcohol) require a minimum £25 refundable deposit (as per Terms and Conditions)			
Large Hall	£20ph	Large and Small Hall	£35ph
Large Hall – Charity	£18ph	Large and Small Hall – Charity	£30ph
Small Hall	£18ph	Exclusive Hire (whole hub)	£50ph
Small Hall – Charity	£15ph	Exclusive Hire (whole hub) – Charity	£45ph
Café Space	£25ph	Exclusive Hire (09:00-23:59)	£600
Café Space – Charity	£22ph	Exclusive Hire – Charity (09:00-23:59)	£500
Late night charge for any party after 10pm - £20			

Hourly Prices (with alcohol)			
Alcohol supplied by yourself for the booking. All bookings (alcohol) require a minimum £50 refundable deposit (as per Terms and Conditions)			
Large Hall	£25ph	Large and Small Hall	£40ph
Large Hall – Charity	£23ph	Large and Small Hall – Charity	£35ph
Small Hall	£23ph	Exclusive Hire (whole hub)	£60ph
Small Hall – Charity	£20ph	Exclusive Hire (whole hub) – Charity	£55ph
Café Space	£27ph	Exclusive Hire (09:00-23:59)	£650
Café Space – Charity	£25ph	Exclusive Hire – Charity (09:00-23:59)	£550
Late night charge for any party after 10pm - £20			