

Terms and Conditions of Hire for Witcham Village Bar - March 2022

BAR USAGE

Breakages

- All breakages need to be reported immediately to a member of the bar staff on duty at time of hire.
- Breakages will be paid for by the hirer.

Drinks

- At the time of booking, drinks may be requested to be stocked at the bar.

Indemnity Deposit

- An Indemnity deposit of £100 will need to be paid should there be any damage caused to the Hall.
- An invoice will be raised within one week of the event if required and should be paid within 7 days of receipt of the invoice.
- *You are required to complete, sign and return the Appendix attached to this form to confirm that you are aware of the Indemnity Clause and agree to pay the amount if needed.*

Last Orders

- Last orders at the bar will be taken at 11.30p.m.

Ordering drinks

- Only persons over 18 will be served at the bar.
- Orders will be taken at the bar.

Payment

- Payment by credit card preferable.
- Cash is accepted.

Sanitisation

- Hand sanitiser is available on the bar counter top.

Spillages

- All spillages need to be reported immediately to a member of the bar staff on duty at time of hire.
- Spillages will then be cleared up by bar staff.

Ventilation

- The bar area will be ventilated at all times to allow fresh air flow.

GDPR Compliance

- *Witcham Village Hall uses personal data for the purposes of managing the Hall, its bookings and finances, running and marketing events at the hall and its fundraising activities.*
- *Data may be retained for up to 7 years for accounting purposes and for longer where required by the Hall's insurers.*
- *If you would like to find out more about how we use your personal data or want to see a copy of information about you that we hold, please contact the Hall Secretary.*

Appendix
Terms and Conditions Witcham Village Hall
Bar Usage
(Please complete and return with Hire Agreement)

I (please insert name)

confirm that I have read the Terms and Conditions and agree to adhere to these.

I am aware of the Indemnity Deposit Clause and should there be a need to impose

this I confirm that I am happy to pay the amount on receipt of an invoice.

Signed by Hirer

Print Name.....

Contact number Date.....