



CONDITIONS OF LETTING

1. As in the terms and conditions of our license; to book a function or event at The Grove Sports Centre & Social Club, you must be a member of The Grove Sports Centre & Social Club. If you are not already a member then you will need to apply for membership at the time of booking. If you are raising funds for a registered charity then you do not need to be a member as the event will be sponsored by a member of The Grove Management Committee.
2. Applications for room hire at The Grove Sports Centre & Social Club must be made on the 'Booking Request Form' by a responsible adult over the age of 18. This person must be present during the function/event and be responsible for payment of fees and any other charges arising from the engagement and for the observance of the rules.
3. Completion of the Booking Application Form is NOT a confirmation of booking.
4. A booking is not secure until full payment for the function/event is received.
5. The Grove Sports Centre & Social Club Management Committee reserves the right to decline any application for hire or bar extension without giving reason for such refusal.
6. The capacity of either room must not exceed the following:
Lounge = 120 persons. Sports Bar = 100 persons. Somerset Bar = 100 persons..
7. The term 'hirer' shall mean person, persons or body making the application to hire at The Grove Sports Centre & Social Club.
8. Hirers must note that they and their guests are restricted to the facilities that are available in the area booked, unless they are paid up members of The Grove sports Centre & Social Club.
9. Music, dancing and the sale of alcohol at The Grove Sports Centre & Social Club is only permitted within licensed hours.
10. The hirer shall not, without permission, store or leave on the premises, equipment or materials of any kind, nor add, fix, alter or change any part of the premises.
11. The hirer will, to the best of their ability, ensure that patrons leaving the premises do so in a quiet and orderly manner to avoid the disturbance of local residents.
12. Any property brought in to the building, or onto the premises, will be at the owner's risk.
13. When kitchen facilities are used, they are to be left in a clean and tidy condition. It may be possible for food containers/equipment to be left in the kitchen and be collected the next morning. This must be made by prior arrangement with the Steward or Senior Bar Person.
14. Excessive cleaning, left outstanding after the event, can be done the next morning by prior arrangement with the Steward or Senior Bar Person.
15. Food, cooked or otherwise, may be brought into the premises for consumption, however, the standard of hygiene of this food remains the responsibility of the hirer at all times.
16. Unless agreed by prior arrangement where corkage fees apply, no alcoholic drinks must be brought into the premises. They must be purchased from the bar.
17. No person under the age of 18 years will be served with, or permitted to consume intoxicating liquor on the premises.
18. The Grove Sports Centre & Social Club is an active member of the Nailsea Pubwatch Scheme, and as such, any invited guest who is currently on the Pubwatch banned list, will not be permitted entry onto the premises under any circumstances.

19. The Grove Sports Centre & Social Club is a members club. Due to the conditions of our license we require from the hirer a list of guests attending any function or event. This must be provided to us no later than one week before the function or event.
20. The Hirer Shall be responsible for:-
 - Complying with any rules or legal requirements applicable and absolve The Grove Management Committee from all responsibility.
 - The compliance of the conditions of letting by every person in attendance.
 - Ensuring a good standard of conduct by those present and preventing any underage drinking.
 - The setting out of furniture as required, and returning to the original position.
 - Ensuring that all exits from the room are clear of any obstructions.
 - Ensuring that the premises are left in a clean and tidy condition.
 - Removing all equipment brought in by, or on behalf of, the hirer.
 - The repair of any damage to The Grove Sports Centre & Social Club, or its property, however caused, during the period of hire.
 - Any resultant damage and excessive cleaning, if required, and the cost thereof.
21. Any breach of the 'Terms and Conditions of Letting' may result in the partial or total loss of the refundable security deposit. This will be decided at the discretion of The Grove Management Committee.
22. As holding Hirers' personal information is vital for the Grove to successfully host functions and events, we will only accept bookings from hirer's who give their consent for us to hold their personal data for this purpose.
23. The decisions of The Grove Management Committee on hiring will be final and absolute.

CHILDREN ON THE PREMISES

The Grove sports Centre & Social Club is a member's club. The Grove Management Committee is responsible for looking after the interests of all the general membership. For private functions in a hired room or skittle alley, children must be kept with their parents/guardians at all times, and must not be allowed to go into other rooms or bar areas. Through experience, this has caused health and safety issues and has been upsetting for club members using other bars.

Parents/guardians are required to accompany their children to the toilet facilities.

Under our health and safety policy we will not tolerate children running or playing in the bars, corridors, or toilet facilities.

The Steward or senior Bar Person is empowered to ask a family to leave the premises if the above is not adhered to.

FIRE REGULATIONS (2006). FIRE SAFETY ORDER

To comply with the current fire safety legislation, the hirer must be aware of and accept the following:-

The Steward or the Senior Bar Person is responsible for the overall fire safety aspects of the building:

- Ensuring fire exits are operational and free from obstructions.
- Fire evacuation of the building.
- The use of fire extinguishers if circumstances allow.
- The regular testing of the fire alarm system.

The hirer, for the purposes of the above legislation, will be deemed to be the responsible person in the function area being hired, in aspects of fire safety, especially where table candles, lanterns or other naked flames are to be in use.

It is the legal responsibility of the hirer to announce themselves as the responsible person to the Steward or senior Bar Person at the commencement of the function, so that the hirer can be made familiar with:-

- The appropriate Fire Call Points (Break Glass).
- The appropriate fire exits.
- The appropriate evacuation routes.

The hirer must also be aware of the Fire Instructions posted in the building.