



# EXMOUTH RUGBY FOOTBALL CLUB TERMS AND CONDITIONS OF HIRE



## Terms and Conditions of Hire

Agreements with the board of Exmouth Rugby Football Club Ltd (ERFC) for the hire of the ERFC Clubhouse/pitches or any part thereof are subject to the Terms and Conditions shown below.

The signatory for the booking application MUST be over 18 and shall be the Hirer identified in these terms and conditions.

## Responsibility of the Hirer

The Hirer shall be responsible during the period of hire for the following :-

- Ensuring that the Premises are kept secure for the duration of the hire
- Supervision of the use of the Premises and the care of its fabric and contents. The Hirer will be held responsible for any damage caused by either a reckless or deliberate action and an appropriate charge will be made for any such damage
- The consumption of drinks or food not purchased on the premises via Exmouth RFC is prohibited, unless there is a prior agreement with Exmouth RFC to allow the provision of food. **Please note** - there will be a minimum of £5/bottle charge for corkage and the exact charge will be at the discretion of the Board.
- The premises and some outside areas are non-smoking. Smoking can only take place in designated areas.
- The Club has a Zero Tolerance drugs policy. Anyone found using or supplying illegal substances will be removed and the police called. Any person(s) not complying with these rules will be asked to leave the premises
- Ensuring that the Premises (including foyer, kitchen, kitchen appliances and toilets as appropriate) are left clean and tidy with rubbish removed from the site at the end of the hire
- Ensuring that all equipment, chairs and tables have been returned to their correct positions safely and the Premises are cleared of people by the agreed time.
- Ensuring that any temporary fittings and fixtures comply with Health and Safety guidance, and in particular ensuring that any decorations used are not a fire hazard. Please contact the Events Manager when taking into consideration access to decorate room, etc.
- Ensuring that any equipment or electrical appliances brought onto the Premises and used there shall be certified safe and in good working order, and used in a safe manner. A suitable circuit breaker device will be installed to cover this equipment.
- Please note that for functions where music will be played, the level of music played is to be an agreeable noise level as set by the Local Authority.

## Premises Licence and other relevant legislation

- No persons under the age of 18 will be served or permitted to consume alcohol on the premises
- All attendees under the age of 21 (or who look under 21) will be asked for ID. Only those with a valid ID will be served with alcohol. The bar staff reserve the right to make a request for proof of ID.
- For parties age 18-21, a Registered Door Supervisor will be booked by the venue and paid for by the hirer. For events for children aged 18 and below, a number of 'suitable' adults, e.g. Parents, Grandparents etc. MUST be present throughout the function to provide stewardship of the persons attending.

Exmouth RFC, Imperial Recreation Ground, Royal Avenue, Exmouth. EX8 1DG  
[www.exmouthrugby.co.uk](http://www.exmouthrugby.co.uk)



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### Food, health and hygiene

- Access to the clubhouse kitchen is by arrangement.
- You must, if preparing and serving food, observe all relevant food health and hygiene legislation and regulations

### Fire Regulations

The Hirer shall:

- Ensure that all fire exits in the hall they have booked are kept clear at all times, however, if any equipment is positioned close to an exit, the user of the equipment is made responsible for moving it rapidly out of the way of the exits in the event of an emergency
- Ensure that the relevant hall lobby and foyer entrances are not blocked with items such as buggies, wheelchairs or mobile scooters

### Compliance with legislation relating to children or vulnerable adults

- For all bookings involving children or vulnerable adults, except private parties where the Hirer is a family member, the Hirer is required to have their own safeguarding policy and must ensure that those who work with young people or vulnerable adults hold a current DBS certificate.
- The Hirer shall ensure that any activities at the Premises for children or vulnerable adults comply with current legislation in that regard and that only fit and proper persons have access to children or vulnerable adults. Child Protection Policies are the responsibility of the Hirer

### Car Parking

- Vehicles are parked at owner's risk, and may be parked only in the marked spaces. Please do not park in any hashed area, but this may be used temporarily for unloading.

### Regular Bookings

- Where a regular booking arrangement is in place ERFC require a minimum 4 week cancellation notice of the booking arrangement.
- Changes to any one or more of the regular individual sessions will be with prior agreement from ERFC. If insufficient notice is given charges for the session will be payable.
- ERFC reserves the right to change a regular booking arrangement in favour of one off-bookings. Notice will be given of such cancellation.

### Booking Cancellation

- The Club Hire Charge Fee is NOT REFUNDABLE if the function is cancelled LESS THAN 4 WEEKS before the event date. Unless due to exceptional circumstances and on agreement of the Board

### Covid19

- The Hirer shall be responsible for ensuring current Covid19 restrictions and requirements are met.
- The Hirer will provide their own hand sanitisers and masks etc as necessary.
- The Hirer will ensure any Track and Trace requirements are met and guests are recorded correctly.

### Acceptance

These Terms and Conditions will be made available to the Hirer at the time of making the booking. By proceeding with the booking, the Hirer is deemed to have accepted these terms and conditions.