

General Information

Terms and Conditions for Hazara Community Hall Renting

1. Booking Confirmation

All bookings must be made via website in advance and are subject to approval by our administrator. A booking is only considered confirmed once written confirmation has been issued and any required deposit has been received.

2. Payment Terms

An advance deposit must be paid prior to the event. Following the event, any additional charges incurred, such as cleaning or damages, will be deducted from the deposit, and any remaining balance will be returned.

3. Use of Premises

The hall must only be used for the purpose stated at the time of booking. Any change in the nature of the event must be communicated in advance and approved by the association. Subletting or transferring the booking to another party is not permitted.

4. Capacity Limits

The maximum occupancy limit of the hall must be strictly observed at all times in accordance with health and safety regulations. The association reserves the right to terminate the event if this limit is exceeded.

5. Damage and Liability

The hirer is responsible for the care of the premises, fixtures, and equipment during the hire period. Any damage, loss, or breakages must be reported immediately and may result in repair or replacement charges. The association accepts no liability for personal injury or loss of personal belongings.

6. Cleaning Requirements

The hirer is responsible for ensuring that the hall is left in a clean and tidy condition. All rubbish must be removed or disposed of appropriately, and any furniture or equipment used must be returned to its original position. Failure to comply may result in additional cleaning fees.

7. Noise and Conduct

All activities must be conducted in a respectful manner, with consideration given to neighbouring properties. Noise levels must be kept to a reasonable level, particularly during evening hours. The association reserves the right to end the event if behaviour is deemed inappropriate or disruptive.

8. Health and Safety Compliance

The hirer must comply with all applicable health and safety regulations. Emergency exits must remain clear at all times, and all safety instructions provided by the association must be followed. The use of hazardous materials or equipment is strictly prohibited unless prior approval is obtained.

9. Cancellations

Any cancellation must be made in writing within the required notice period. Deposits may be non-refundable, and cancellation fees may apply depending on the timing of the cancellation.

10. Prohibited Activities

Illegal activities, smoking inside the premises, and the use of dangerous or unauthorized substances are strictly prohibited. The association reserves the right to terminate the booking immediately if any such activities occur.

11. Parking and Child Safety

The hirer is responsible for external security, supervision of the car park, and the safety of all children attending the event.

12. Guest Health and Safety

The hirer is responsible for ensuring the health and safety of their guests and children within the building.

13. Event Closing Time

All events must end by 11:00 PM. Any extra time used will be charged at £25 per hour per floor.

CUSTOMER AGREEMENT & SIGNATURE

I hereby confirm that I have read, understood, and agree to all the Terms and Conditions stated above. I understand that this agreement is legally binding and I will comply with all rules and regulations.

Customer Signature: _____

Printed Name: _____

Date: 6/12/2026

FOR OFFICIAL USE ONLY

Authorized Signatory: _____