**Hire terms and conditions**

Hire Agreement of Brent Indian Association ("**the Hall**") are subject to these Standard Terms and Conditions of Hire and any Special Conditions of Hire arising from the purpose of hire (hereafter jointly referred to as **"Hall Conditions"**).
No exclusion of any term or condition can apply unless specifically granted in writing.
**The Hirer undertakes**to appoint a sufficient number of competent persons, aged 18 or over, to provide adequate supervision throughout the hiring to ensure the provisions and stipulations referred to in the Hall Conditions and any applicable licences are complied with.
**3. The Hirer is responsible during the whole period of hire for making sure that:**

Number of people using the hall is not more than that permitted.

Use of premises namely the building, its fabric and contents, its access, car park and surrounding land, is fully supervised to keep those premises safe from damage or change of any sort.

The purpose and conduct of the hire does not disrupt the use of any room hired by others.

Behaviour of all persons, whatever their capacity, using the premises, remains under control.

Car parking arrangements are controlled to avoid obstruction of the highway.

No excessive noise occurs during the hire.

A minimum of noise is made by any person on arrival or departure particularly late at night or early morning in respect of our neighbours.

Any electrical appliances brought onto the premises for use shall be certified safe and in good working order, and used in a safe manner, using residual current circuit breakers where appropriate.

The premises are NOT sub- hired or used for any purpose other than that described in the hire agreement.

The premises are NOT used by the hirer or anyone else for any unlawful purpose or in any unlawful way.

Nothing that may endanger the premises is allowed to be brought onto the premises.

NO action is allowed that may render any insurance cover for the premises invalid.

No smoking is allowed anywhere in the premises.

NO LPG appliances or highly flammable substances are brought onto the premises, without permission of the hall.

**5. The Hirer is responsible at the end of the hire for making sure that:**

Everything is left clean and tidy with rubbish removed from the premises.

Only 2 bags of rubbish are permitted to be deposited in the outside bin.

All equipment, chairs and tables have been returned to storage positions tidily.

**6. Indemnity from the Hirer The Hirer shall**indemnify and keep indemnified each member of **the Hall’s** Management Committee and **the Hall's**employees, volunteers, agents and invitees **against**: - (a) The cost of repair of any damage done to any part of the premises or the contents of the premises. (b) All actions, claims, and costs of proceedings arising from any breach of the Hall Conditions. (c) All claims in respect of damages, including damage for loss of property or injury to persons, arising as a result of the use of the premises (including the storage of equipment) by **the Hirer.
As directed by the Hall, the Hirer shall make good or pay for all damage (including accidental damage) to the premises or to the fixtures, fittings or contents and for loss of contents.**

**7. Insurance A Commercial Hirer shall**take out adequate insurance to **insure the Hirer**and members of the Hirer's organisation and invitees against all claims arising as a result of' the hire, and on demand shall produce the policy and current receipt or other evidence of cover to the Bookings Clerk. Failure to produce such policy and evidence of cover will render the hiring void and enable **the hall**to re-hire the premises to another hirer. Items stored by **any Hirer**in the building are not insured except by prior arrangement with **the Hall**that is confirmed in writing by **the Hall**. **8.The Hirer must**report all accidents involving injury to the public to an authorised representative of **the Hall**as soon as possible, and complete the relevant section in **the Hall’s Accident** Book. Any failure of equipment, either that belonging to **the Hall**, or brought in by **the Hirer**must also be reported as soon as possible.  **9. Stored equipment The Hall**accepts no responsibility for any stored equipment or other property brought onto or left at the premises and all liability for loss or damage is hereby excluded. All equipment and other property, other than that stored on the premises by agreement, must be removed at the end of each hiring or storage period. **The Hall**may dispose of any such items 7 days thereafter at its discretion, by sale or otherwise on such terms and conditions as it thinks fit, and charge **the Hirer**daily storage fees and costs incurred in storing and selling or otherwise disposing of the same.
**10. NO alterations or additions**may be made to the premises, and **NO fixtures are to be installed**(or placards, decorations, or other articles be attached) in any way to any part of the premises without the prior written approval of **the Hall**. Any alteration, fixture or fitting, or attachment, so approved shall, at the discretion of **the Hall,**remain in the premises at the end of the hiring and become the property of **the Hall**or, be removed by **the Hirer. The Hirer**must make good to the satisfaction of **the Hall**any damage caused to the premises by such removal.
**11.Continuing hirers**Once a regular weekly hirer has signed a hire agreement subsequent use of the same facilities for the same purpose will be deemed to be governed by that hire agreement. **The Hall**reserves the right to give notice that specific hire dates otherwise considered booked will not be available in order to accommodate special requirements of other hirers from time to time. **The Hirer**may give notice that no hire is required for specific dates within the continuance. All notices to be in writing at least 10days in advance. **12. Cancellation by the Hirer**If **the Hirer**cancels the booking before the date of the event and **the Hall**is unable to conclude a replacement booking, **the Hall**may, at its discretion, require a further payment of hire fees or withhold part of the special deposits and hire charge already paid. **13. Cancellation by the Hall The Hall**reserves the right to cancel a hiring by written notice to **the Hirer.**In any such case **the Hirer**shall be entitled to a refund of any deposit or hire fees already paid, but **the Hall**shall not be liable for any resulting direct or indirect loss or damages whatsoever.
**14. Restriction of benefit of the hire agreement**None of the provisions of the hire agreement are intended to or will operate to confer any benefit pursuant to the Contracts (Rights of Third Parties) Act 1999 on a person who is not named as a party to this Hire Agreement. The hire agreement constitutes permission only to use the premises and confers no tenancy or other right of occupation on **the Hirer.
15. Hire Deposit Arrangements**A deposit of £150.00 will required from **the Hirer**for each individual event, which will be kept and not deposited by **the Hall**. At the conclusion of the Hire Agreement, **the caretaker**shall visually check that premises and ensure all the above relevant clauses have been carried out and completed, and that no damage has been caused during the agreement period. If **the caretaker**decides that any of the above clauses have not been completed to a satisfactory standard or any damage has been caused, the cost of which shall be taken from the deposit.