

FOOTBALL TERMS & CONDITIONS OF HIRE FOR OUTDOOR MARTINSFIELD SPORTS FACILITIES

Terms and Conditions:

The Council:	Denham Parish Council (otherwise known as DPC)
The Hirer:	The hirer, or the person signing the booking applications, and the club or organisation
Premises:	The pitch and/or changing rooms booked for hire
Hire Period:	The period the hirer is entitled to use the pitch and/or changing rooms, as specified on the official confirmation of the hirers booking

1. **Booking Responsibilities**

- 1.1 The hirer is responsible for complying with these conditions together with the club or organisation they are representing.
- 1.2 Before the booking date, the hirer must complete, sign and return the booking form accepting responsibility together with the club or organisation you represent, for compliance with these conditions.
- 1.3 We have the right for our employees or agents to enter the premises during the booking to make sure you comply with these conditions of hire.

2. **Booking Applications**

- 2.1 Check the availability of the pitches by email enquiries@denhambucks-pc.gov.uk or telephone DPC Monday to Friday on 01895 834709.
- 2.2 If the pitch is available DPC will send a booking form to the designated email address for completion. On receipt of the completed form, we will send official confirmation of booking to the designated email address.
- 2.3 DPC will only accept bookings using the official booking form to be returned via email to enquiries@denhambucks-pc.gov.uk
- 2.4 The deadline for any amendments is midday three days preceding the game.
- 2.5 DPC may, at our discretion, refuse an application.
- 2.6 Bookings are non-transferrable.

3. **Booking Payment**

- 3.1 Payment must be made by electronic transfer three days preceding the booking, we are unable to accept cash, cheques or credit cards.
- 3.2 If the hirer does not pay the booking fee on time, we reserve the right to cancel the booking.
- 3.3 Hire fees are set out on the booking form, these hire fees are reviewed annually.
- 3.4 DPC will try and give at least 4 weeks' notice of any increase in charges, but this may not always be possible. If, as a result of any increase in charges, the hirer decides not to go ahead with the booking, any payments already made will be fully refunded. A copy of the current scale of charges is included on the booking form.

4. **Booking Cancellations**

- 4.1 We may cancel your booking where events beyond our control means that your booking cannot take place. We will try and give 48hours written notice of any cancellation, but this may not always be possible, in which case we will give as much notice as we can.
- 4.2 We may cancel your booking if you breach the terms and conditions of hire. If we cancel your booking for this reason, the hirer will be liable for any reasonable and foreseeable losses that remain.
- 4.3 Any cancellations or amendments to the booking must be made by midday three days prior to the booking.
- 4.4 There will be no refunds for any cancellations or amendments made after this deadline; we are only able to offer another date if available.

5. Hire Conditions

- 5.1 Pitch bookings are 2 hour slots.
- 5.2 All facilities will need to be locked once the teams leave to start the game.
- 5.3 All facilities must be vacated promptly at the end of the 2 hour booking.
- 5.4 If the hirer requires nets and pegs, they are liable for safe return. Secure the net with tape and not cable ties, there will be a charge if damaged or not returned.
- 5.5 The hirer must make sure the premises (pitch and all facilities) are clean and tidy at the end of the hire period with all litter removed from the pitches, side-lines and changing rooms, litter should then be disposed of in the refuse bins provided and bagged. Do not throw rubbish out of portacabin windows. Repeat offenders may incur fly-tipping charges.
- 5.6 No glass bottles should be taken onto the pitches.
- 5.7 No training on pitches, any team caught training or playing within the marked pitches without a booking will be liable for a booking cost to cover it and a potential ban for repeat offenders.
- 5.8 Smoking is not permitted on any part of the premises.
- 5.9 Last one out make sure the security bollards rise out of the ground into the upright position

6. Liabilities

- 6.1 The hirer will be liable for any damage to the changing room facilities internal or external, or any equipment used during the hire period. Unless the damage is as a result of DPC negligence.
- 6.2 Any damage caused to the gates or rising bollards is liable to be paid for by the hirer.
- 6.3 It is the responsibility of the organisers/hirers that the correct liability insurance is in place and the pitch is inspected prior to play.
- 6.4 Any injuries caused as a result of play is the responsibility of the hirers/organisers when using the pitch facilities.

7. Safety

- 7.1 The hirer must take all reasonable safety measures to ensure safe use of the pitch.
- 7.2 The hirer must ensure that all persons attending the booking use the premises, facilities and equipment in a proper manner, having regard to any relevant guidance, byelaws or regulations.

8. Supervision

- 8.1 The hirer must provide a sufficient number of officials or stewards to adequately supervise the booking and ensure that children are kept under control.

9. Unacceptable Behaviour

- 9.1 Bad attitude or rude behaviour will not be tolerated, we may refuse future bookings from repeat offenders.
- 9.2 We may terminate your booking or order partial clearance or the removal of any individual if there is any indecent, disorderly or dangerous behaviour that poses a risk, to persons at the premises or damage to the premises or equipment during booking.
- 9.3 If, following a booking, there has been an incident of unacceptable behaviour. DPC, after fully investigating the incident, may if appropriate, refuse to accept future bookings.

10. Force Majeure

In the event of adverse weather conditions when playing on the pitch, and the referee official calls off the game, it will be necessary for a de-minimis charge for the cost of opening-up and closing the facility, along with any cleaning costs that might be occurred in the event of the changing room facilities being used.