



Hawk Green Cricket Club

Rhode Field, Hawk Green, Marple, Stockport, Cheshire SK6 7HQ
 Telephone: 0161 427 9276

MEMBERS HIRE AGREEMENT

Dear,

Date:

Thank you for your enquiry regarding the hire of the Hawk Green Cricket Club (H.G.C.C) pavilion, main function room.

We are pleased to advise you that the date required is available, and that H.G.C.C agrees to allow you to use the main function room and kitchen if required.

Day: Date: From: To:

For the purposes of:

Please sign this agreement and return it to the address overleaf, together with the hire fee.

The Hirer agrees: -

1. ADMISSION

- a) **TO comply with HGCC's requirement for temporary membership by supplying to the undersigned, or to the secretary, at least 48 hours prior to the event, a list of the names of all persons invited to attend.**
- b) **TO allow only the persons named on the above list to enter the premises.**
- c) **NOT to exceed 120 in number of persons attending the function.**

2. ALCOHOLIC BEVERAGES

- a) **NOT to sell alcoholic beverages. The sale of these items is the sole right of H.G.C.C and will only be served within the hours permitted by HGCC's Club Premises Certificate, issued by the local licensing authorities. Alcoholic beverages will not be served to persons who are, or appear to be, under 18 years of age unless proof of age I.D. can be produced.**
- b) **Not to be consumed outside the building after 9pm, including the smoking areas, this is in consideration to our neighbour.**

3. HIRER'S SPECIFIC RESPONSIBILITY

Please tick each box to show you have read and understand the responsibilities as the hirer.

- a) **NOT to allow persons attending the function to stray onto the cricket playing areas, or into rooms or buildings separate from the facilities hired under this agreement.**
- b) **TO leave the premises in a clean and tidy condition, including kitchen, if it has been used.**
It is the Hirer's responsibility to provide their own bin bags, dishwasher tablets etc.
- c) **TO leave the premises promptly and in an orderly manner at the end of the hire period and NOT cause excessive noise or disturbance to the club's neighbours.**
- d) **TO be fully responsible for, and reimburse H.G.C.C for, any damages to the fabric, fixtures, fittings and other contents of the premises, including the immediate surroundings, caused during or in connection with the hire of the premises.**
- e) **ONLY Table or Freestanding decorations to be used. If confetti is used then foil only.**
No buntings or banners etc to be hung from the walls. No Candles.

3. HIRER'S SPECIFIC RESPONSIBILITY Contd.....

Please tick each box to show you have read and understand the responsibilities as the hirer.

- f) **All gifts must be removed from the premises on the night of the function as H.G.C.C cannot be held responsible for any loss or damage.**
- g) **TO ensure that any music or other entertainment finishes promptly at 24.00 hours and all equipment n be removed from the premises at the end of the function.**
- h) **TO ensure that any third parties employed by the hirer (i.e. Caterers, Entertainers, DJ's etc.) are made aware, and agree to abide by, the conditions of this agreement. Any such third parties must be in possession of their own Public Liability Insurance policy which a copy of must be shown to our Bar Manager prior to the function.**

Name of DJ / Entertainers:

If you are thinking of booking or have booked a live band please inform our bar manager about this a.s.a.p.

Name of Caterers:

NOTES

CATERING

H.G.C.C. has no objection whatsoever to persons hiring the pavilion's main function room organising their own catering requirements and using the kitchen facilities.

Parties wishing to organise their own catering should be aware of and conform to the current food and hygiene regulations.

We strongly recommend that if outside caterers are used then they should already be registered with a local Environmental Health Department.

If members are to prepare food in their own homes to be brought and consumed at **H.G.C.C.** then we would request that the food be prepared under hygienic conditions and refrigerated for as long as possible prior to transporting.

H.G.C.C. cannot be held responsible for any problems arising from the consumption of food which has not been prepared in the **H.G.C.C.** kitchen.

[*Please tick box to show you have read this.*](#)

ACCESS

Please be aware that access through the function room to the toilets and bar facilities must be given to the players and members at all times.

CANCELLATION FEES

If the hirer cancels their booking between the date of hire and 28 days prior to this date there will be a £50 cancellation charge.

NO SMOKING POLICY

Smoking is strictly forbidden anywhere on the club's premises except in the designated smoking areas.

All rooms in the building are equipped with smoke alarms.

Please be aware that bottles and glasses are not to be taken outside when going for a smoke and that whilst outside please have respect for our neighbours by keeping the noise level to a minimum.

[*Please tick box to show you have read this.*](#)

EMERGENCY

In the unlikely event of an emergency, all persons attending the function **MUST** adhere strictly to the instructions issued by the **H.G.C.C** staff on duty.

Any special needs or requests please speak to our Bar Manager and we will do our best to attend to these if possible.

DISCLAIMER

HGCC will not accept any responsibility whatsoever for any loss, damage or personal injury to any persons or personal effects on hiring or attending functions on the club's premises. This includes the car parks and other areas bordering the premises. Persons hiring the premises and attending functions do so entirely at their own risk.

Please return the signed agreement and hire fee to: -

**Mrs. Nicola Needham
4, Barnsfold Road
Hawk Green
Marple
STOCKPORT
SK6 7JB**

*Cheques should be made payable to: - Hawk Green Cricket Club.
We do now have a card payment facility.*

CATEGORY OF MEMBER ELIGIBLE TO HIRE **HGCC's** FACILITIES

T - Trustee, LM - Life Member, SPM - Senior Playing Member (age 18 and over), AM - Associate Member, AAM - Annual Associate Member, P - Patron, SM - Social Member.

Signed: Membership Category

Print Name: Telephone no:

Address:

**After your function and once the hired areas have been inspected and nothing is wrong, your refundable deposit can be returned to you.
If you paid cash please call at the club approximately 7 days after function date to collect. A signature is required for receipt of cash.
If you paid by cheque, please tick the box if it is alright for me to shred after the function. Yes**

Please can you tick below to let us know how you heard about our function room:

Member Friend/Relation Internet
Cricket League Advertisement

If Advertisement please can you state which:

Thank you.



Hawk Green Cricket Club

Rhode Field, Hawk Green, Marple, Stockport, Cheshire SK6 7HQ

Telephone: 0161 427 9276

Please name persons attending function

Forename & Surname of each guest required

Hire Date:

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1	31	61	91
2	32	62	92
3	33	63	93
4	34	64	94
5	35	65	95
6	36	66	96
7	37	67	97
8	38	68	98
9	39	69	99
10	40	70	100
11	41	71	101
12	42	72	102
13	43	73	103
14	44	74	104
15	45	75	105
16	46	76	106
17	47	77	107
18	48	78	108
19	49	79	109
20	50	80	110
21	51	81	111
22	52	82	112
23	53	83	113
24	54	84	114
25	55	85	115
26	56	86	116
27	57	87	117
28	58	88	118
29	59	89	119
30	60	90	120