

Leek Cricket Club
Highfield, Macclesfield Road, Leek, Staffs. ST13 8SG
Booking Hire Agreement for clubhouse

Date and time of hire.....

Nature of function.....

Number of guests expected to attend..... (Maximum permitted 160)

Hirer's name.....

Address.....

..... Telephone number.....

The **Club** agrees to hire the clubhouse on advance payment of non- returnable if the event is cancelled less than three weeks prior to the function .

The following conditions and arrangements apply to all hiring's.

1. No booking is confirmed until the hire fee is paid in full and agreement signed.
2. The **Hirer** shall not be aged under 21 and shall be responsible for the conduct of guests present at the function. The **Hirer** is held responsible for seeing their guests from Highfield at the conclusion of the function
3. The **Hirer** will be charged for the repair / replacement of any property situated at Highfield caused by malicious or negligent action by a guest.
4. All functions shall end no later than 1.30am, and premises vacated by 1.45am. Music must cease by 00.30am. Bar to close no later than 1.00am
5. The bringing in of your own intoxicating liquor / soft drinks is prohibited. Guests infringing this condition will be asked to leave the function.
6. Wines and sparkling wines for toasts etc must be supplied by the **Club** to order. A comprehensive wine list is available upon request.
7. Food hygiene: Food must not be left uncovered for more than two hours. Any food left overnight on the premise must be collected by 10.00am the next day or it will be disposed of.
8. The **Club** will ensure that the Clubhouse is in good tidy order suitable for the function and provide adequate bar staff for the number of guests attending
9. The **Club** will be responsible for cleaning the Clubhouse after the function.
10. The **Hirer** shall ensure that no dry ice or other artificial smoke equipment or fireworks are not to be used in the clubhouse at anytime.

I..... agree to the conditions above of this at English Law.

Signed Date

Directions and photographs of the clubhouse can be found at www.leekcc.co.uk the clubhouse telephone number is 01538 382636

Please complete this form and return together with your remittance made payable to Leek Cricket Club to Mr S. J. Trafford (Hon. Secretary), 15 Pinhoe Place, Weston Park, Stoke-on Trent, ST3 5UA. Telephone 01782 317795

You should keep a copy of this agreement for your own convenience.