

Fulwood Lawn Tennis Club

Clubhouse booking agreement and conditions.

- A non-refundable fee of £.....will be treated as confirmation of this booking, with the balance of the payment at least a fortnight before the day.
- In addition a refundable security deposit of £50 is required at the committee's discretion. In the event of any damage occurring to fixtures or fittings, part or whole of the deposit will be retained by the Club to cover expense.
- An indication of numbers attending the function will be required at the time of booking. Health and safety and our licence dictate that we are only able to accept a maximum of 80 people in the room.
- Any cost of repairing damage you, your guests or subcontractors have caused to the property of Fulwood Lawn Tennis Club, furnishings or equipment costing over and above the security deposit, will be charged to you as the client.
- The clubhouse shall only be used for the purpose stated on the booking form. Events must not be advertised as open to the general public.
- The hirer, guests and subcontractors must not use the tennis courts.
- Alcohol will not be served to people under the age of 18 and staff reserves the right to ask for personal ID.
- NO SMOKING is allowed in the clubhouse, changing rooms, toilets and veranda. The hirer is required to ensure that all guests adhere to this policy.
- Any person who has been refused membership or whose membership has been terminated may not attend the function.
- FIRE EXITS: The hirer undertakes to ensure that all fire exits are kept clear, that no chairs or obstructions are placed in doorways and fire appliances are not tampered with or removed from sited positions.
- The room must be vacated no later thanleft in a clean and orderly condition and free from damage for the security deposit to be returned the same day.
- All rubbish must be removed from the premises at the end of the function. Rubbish sacks may be deposited in the blue bin in the car park.
- Fulwood lawn Tennis Club cannot be responsible for any personal effects and property of yours, your guests or your contractors.
- For the comfort and safety of all guests, members and employees, it is important all members of your party maintain acceptable levels of behaviour and noise whilst at Fulwood Lawn Tennis Club. The Hirer is personally responsible for the behaviour of all persons attending the function.

- In the unlikely event that you are requested to do so, you must take necessary action to ensure that members of your party adhere to this.
- In the event of you failing to comply, the Fulwood Lawn Tennis Club may stop proceedings without liability for refund or compensation.
- Children attending the function must be supervised at all times.
- You must not bring or consume your own beverages on the premises. All drinks must be purchased from the bar, unless you have agreed a set number of bottles of sparkling wine/champagne charged with corkage at £.....per bottle. Any persons found not adhering to this, will be asked to vacate the premises forthwith.

I agree to the above conditions

Name of hirer:

Signed.....**Date**.....

Address:.....

.....**Tel**.....

Email.....

Type of function/event.....

Date and time of function.....

Committee Member.....**Date**.....

(on behalf of FLTC)