

# Wallington Village Hall



## Hirers please note:

Village halls are held on strict trusts which require the management committee to ensure that the hall is administered in accordance with those trusts. Accordingly, we are bound to preserve and hereby reserve the right to terminate this Agreement by not less than seven days' notice in writing to you in the event of the hall being required on the same date/time for the fulfilment of its charitable purposes.

*"In the event of such termination by us, we will refund to you all monies paid by you to us. We will not, however, be liable to make any further payment to you in respect of expenses, costs or losses incurred directly or indirectly by you in relation to any such termination."*

**Please also read carefully the sections below on insurance and licences.**

## Insurance

**Please read carefully Section 4 of the *Standard Conditions of Hire*, together with our insurance company's (Ansva) [Hirers' Public Liability Summary of Cover](#).**

(Policy wording may be found at: <http://www.villagehallinsurance.co.uk/hirer-docs>)

Our insurance policy only provides Public Liability Insurance to a limited group of hirers. If you do not qualify, **you MUST arrange your own Public Liability Insurance.**

To qualify under our policy the hirer must:

- Be a charity or non-commercial organisation
- Not carry out their activities at venues other than in Wallington Village Hall
- Not make a profit from their meetings other than to reinvest back into the club or for charitable purposes
- Not have paid employees
- Not be a national organisation (e.g. WI, scouts, guides etc.)
- Not carry out any excluded activities (endorsement 215)

Our insurance only provides Public Liability insurance (indemnity limit of £5 million) to hirers who are charitable organisations, clubs and private events.

**Please tick ONE of the following boxes:**

**You have read the insurance sections and arranged your own Public Liability Insurance**

**You have read the insurance sections, including Ansva's Hirers' Public Liability Summary of cover and you qualify for cover under our insurance policy**

Explain how you qualify: \_\_\_\_\_

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## Licences

### The hall has:

- a Premises Licence authorising entertainment and the sale of alcohol. A copy of the conditions of the Premises Licence is available in the entrance lobby, in accordance with which the hiring must be undertaken, and you agree to apply with all obligations therein. If we believe that a Temporary Event Notice (TEN) would be in our best interests for this hiring, we can require you to give notice of a TEN.
- a licence with the Performing Right Society (PRS) for the performance of copyright music.

**Please note:** commercial hirers who play copyright music are required to hold their own Phonographic Performance Licence (PPL).