Abergele Town Council

CONDITIONS OF USE

The Council reserve the right to have priority of use over the premises on all occasions.

1. The user shall ensure that due respect is given to the security of the premises and use of the room(s) and furnishings. The user agrees to defray the cost of making good any damage caused to the building, goods, chattels, apparatus or appliances either of the Council or of any other person or persons during the period of, or arising in connection with the usage.

   - Use of the accommodation is between the hours of 9 a.m. and 9 p.m.

• Main Chamber	½ day or evening (up to 4 Hours)	£50.00
	Full Day	£100.00
• Room 4	½ day or evening (up to 4 Hours)	£40.00
	Full Day	£80.00
• Rooms 5 or 6	½ day or evening (up to 4 Hours)	£35.00
	Full Day	£70.00

2. The user shall ensure adequate public liability insurance cover is arranged in the event of any personal injury resulting from the event or purpose of use to any person participating or visiting.

3. The user agrees to indemnify the Council against all costs, charges and claims in respect of any monies or goods, deposited or left on the premises by the user or on his behalf, before, during or following, the period of usage.

4. a) The user is held responsible for the effective supervision of the arrangements and activities in the premises during the period of usage and for the prevention of disorderly behaviour so as to ensure that no nuisance or annoyance arises.

   b) The user is held responsible for maintaining a list of all persons present and ensuring that fire safety announcements are made and procedures followed.

5. Smoking is prohibited anywhere on the premises (including buildings and grounds).

6. The premises do not have either a Justices Licence or a Public Entertainment Licence.

7. On terminating the use the user shall ensure that :-

   - All furnishings are replaced in their original position.
   - All lights are turned off.
   - All windows are closed and secured.
   - The outer doors are properly secured.

8. The Council reserves the right (a) to refuse any application as it may deem fit; and (b) to cancel any letting on giving 7 days notice in writing to the user; upon any such cancellation the Council will refund to the user any monies paid in respect of the booking so cancelled.

9. A £10.00 administration fee will be charged on cancellation of any booking.

10. The Council shall have reasonable access during the period of use to satisfy itself that the above conditions are being observed.

11. Parking in the Town Council car park is permitted only at the users own risk.

12. Tea and coffee making facilities are available on request, at a small extra charge.