

Conditions of Hire

- 1 . 100% advance payment required for all bookings
- 2 . Full payment and deposit required at least 7 days prior to event via cheque payable to ACE SPACE or via bank transfer. Our address and bank details will be on your booking form.
- 3 . 50% payable for cancellation within 7 days.
- 4 . 100% payable for cancellation within 48 hours
- 5 . Parking: guests and participants must be told in advance, at invitation and on all related publicity, not to drive directly to ACE Space, even to drop off or pick people up, but to park elsewhere in nearby streets or town car parks. This is to avoid congestion and unnecessary nuisance to neighbours. Vehicles must not block access to the lane to the right side lane of the hall at any time, for any reason.
- 6 . All one-off bookings will require a £50-£100 deposit. This will be returned after the event, less the cost of any extra cleaning or repairs or disposal of rubbish, if required as a result of the hire.
- 7 . The Committee retains the right to refuse or cancel a booking or stop an event in progress if any hire condition is broken, or it has cause to believe any hire condition may be broken.
- 8 . The committee shall accept no responsibility for any loss that may occur to the hirer for the refusal or cancellation of a booking under this condition.
- 9 . Hirers are requested to ensure that guests depart the premises as quietly as possible. Guests must not venture into the side lane or congregate anywhere that might cause an obstruction. Due to the proximity of private houses and the restricted area, we are subject to possible complaints which must be avoided.
- 10 . The committee reserves the right to cancel a booking or stop an event in progress in case of inappropriate behaviour, damage, excess noise or nuisance to neighbours.
- 11 . All drinks at the event must be purchased from the bar, unless prior permission has been obtained from the committee.
- 12 . Bar opening hours are 7pm-11pm. No bar extensions are available. Last orders will be called 15 minutes before normal bar closing time.
- 13 . If a disco or band is used, the sound must be kept to a reasonable level to avoid possible complaints from neighbouring householders. The sound level shall be lowered at the request of any member of the committee. Disco or bands must cease playing no later than 10.45 p.m.
- 14 . Users should leave the Hall in a clean and tidy condition at the end of their hire period. The floor should be swept. Any spillages onto the floor should be wiped up immediately with a clean damp cloth or mop.