



Frinton-On-Sea
Lawn Tennis Club
36 Holland Road
Frinton-on-Sea Essex,
CO13 9ES
01255 674055
enquiries@flt.co.uk
www.fosltc.com

Conditions of Hall Hire

An Agreement made on the date shown in the Schedule below between **Frinton-On-Sea Lawn Tennis Club** ("the Club") and the person or organisation specified in the Schedule ("the Hirer").

Whereas The Hirer may have use of the Club premises for the Function (details of which are given in the Schedule), upon the following terms:-

1. For the use of the Ballroom the sum of £ is payable.
For hire of the premises for the ceremony the sum of £ is payable.
2. A deposit representing half of the hall hire charge is required with the return of this Agreement. This deposit is non-refundable in the event of cancellation by the Hirer. The balance of hall hire will be collected approximately one month prior to the event.
3. Upon receipt of the completed Agreement and deposit, the Club shall confirm the booking to the Hirer. To avoid confusion, provisional bookings are not accepted.
4. All breakages or damage to the Club premises or property shall be the sole responsibility of the Hirer and the Hirer is responsible for leaving the Club premises in a clean and tidy condition by noon upon the day after the function commenced. A returnable deposit of £250 will be required approximately one month before the function to be held against any damage, extra cleaning etc.
5. At the time of ordering 25% of the total bill is payable, with the remaining balance due four weeks before the event.
6. ALL Wines, beers, spirits and soft drinks consumed at the function must be purchased through the Club.
7. Entry must be by invitation only and invitations issued for such parties should state "No admittance after 10 pm".
8. We regret that the Club cannot allow the use of FOIL CONFETTI as decoration or for any other purpose on the premises – failure to comply may result in the Club withholding part of your returnable deposit.
9. If catering is required the Hirer must use the Club's designated Caterers – STRICTLY NO other catering is permitted.
10. The Club's Health & Safety Policy is enclosed with this schedule and the Hirer's signature to the aforementioned schedule is the Hirer's agreement to abide by the conditions as stated therein. NOTE: Only electrical equipment conforming to current electrical safety standards will be permitted on the premises.
11. In line with the Club's licensing conditions a noise inhibitor will be in operation at functions where DISCO music is included.
12. Please note that prices may be subject to increases to cover increased costs from suppliers.

The Schedule

Name of Hirer

Address of Hirer

.....

.....

Postcode

Telephone Number(s)

E-Mail Address

Contact Name **Tel No.**

Date of Function

Type of Function

Type of Music (ie Disco/Live Band)

(a noise inhibitor will be operation during functions which include DISCO music)

Number attending Function

Duration

Start Time Finish Time

The Bar can remain open no later than 12.30am on certain days.

The function must finish within 30 minutes of the closure of the Bar

Hire fee

Non refundable deposit required

Date deposit paid

Catering required Yes / No

(Please delete as appropriate)

(All catering must be provided by the Club's designated Caterers)

Date

Signed for and on behalf
of the **hirer**

Name Block Capitals

Signed for and on behalf
of the **Club**

Name Block Capitals

NB In signing the above the Hirer accepts the conditions of the Hall Hire as detailed overleaf.