



Bolton Gymnastics Centre

Telephone 01204 522089

Email boltongymclub@live.co.uk



Bolton Gymnastics LTD Terms and Conditions for Hire of the Centre

1. Terms:

- 1.1. Bookings are only accepted on these terms and conditions
- 1.2. The person hiring must be over 18 years of age. The hirer is deemed to have responsibility on behalf of his/her organisation for complying with these conditions of hire. The hirer is responsible for informing anyone acting on their behalf, or otherwise overseeing the group, of their responsibilities under this agreement
- 1.3. The hirer will be held responsible for the conduct and supervision of all persons attending covered by that approval and the termination of the event at the time specified
- 1.4. The hirer will be held responsible for any damage caused to the facilities or property by any person or persons attending
- 1.5. Bolton Gymnastics LTD reserves the right to reject bookings at the their sole discretion if it considers that the event is, or is likely to be, in any way obscene, sexist, homophobic, racist, offensive or sensitive in any way or may breach community cohesion
- 1.6. Bookings may be made up to 6 months in advance

2. Use of Facilities

- 2.1. The number of persons attending an event must be in accordance with the space available and be consistent with the number of supervisors in attendance
- 2.2. Approvals for use of facilities include the use of toilets and the viewing area - this does not include the use of the dance studio unless otherwise informed and agreed
- 2.3. Animals are not permitted in the building
- 2.4. Items of equipment may not be available for use unless specifically requested beforehand. It is the hirer's responsibility to inform Bolton Gymnastics LTD if a specific piece of equipment is required
- 2.5. Any irregularities or damage must be reported to the Club Manager within 24 hours of occurrence or before leaving the premises, whichever occurs first, and will be charged to the final account
- 2.6. You and your party must comply with all rules, regulations, policies and codes of practice of Bolton Gymnastics LTD including but not limited to:
 - 2.6.1. Equality Policies
 - 2.6.2. Health and safety including fire and evacuation procedures
 - 2.6.3. Child protection and vulnerable adults policy

3. Insurance and Indemnity

- 3.1. You shall indemnify US against all loss, expenses or damage to our property or third party property and in respect of death or personal injury to any person in conjunction with Your use of the facilities.
- 3.2. We do not accept any responsibility or liability in respect of loss or damage to any property or equipment brought onto the premises by You or on Your behalf
- 3.3. Your attention is drawn to the fact that the type of insurance cover required to cover Your liability for the hire is not covered by most conventional policies. Therefore You should seek advice from Your own insurance agent/broker with regard to the appropriate policies

4. Confirming Your Booking

- 4.1. Bolton Gymnastics LTD will confirm your booking upon receipt from You of a signed and completed booking form accompanied by the following items which must be satisfactory to US:
 - 4.1.1. The required deposit in accordance with clause 4.1.5 below
 - 4.1.2. A copy of Your relevant insurance policies
 - 4.1.3. Your risk assessment
 - 4.1.4. Where young persons under the age of 17 or vulnerable adults are attending, a copy of Your relevant protection policy and procedures
 - 4.1.5. A non-refundable deposit equivalent to 25% of the total charge for your booking as notified by Us to You
 - 4.1.6. Bolton Gymnastics LTD may at its sole discretion refuse to accept any booking in which case you shall not be charged a booking deposit
- 4.2. No Booking Form or Contract between Bolton Gymnastics LTD and You shall be completed or accepted until You have complied with the provisions of this clause to the satisfaction of Bolton Gymnastics LTD and have confirmed that We have accepted the booking

5. Cancellation

- 5.1. Cancellation of a booking must be notified in writing as soon as possible and in any case no later than one week before the date concerned. In the event of a cancellation of a booking, or failure to attend, by an organisation, Bolton Gymnastics LTD reserves the right to retain the Booking Deposit and collect the previously agreed charges in whole or in part
- 5.2. Bolton Gymnastics LTD reserves the right to change or cancel a booking. Where a booking has to be cancelled or changed as much notice as possible will be given and the Booking Deposit shall be returned to You



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6. Payment

- 6.1. The person who signed the Booking Form shall be responsible for the prompt payment of the account which is due from the date of issue
- 6.2. Final and full payment must be made on the day of your booking. You must pay in Sterling. Additional invoices may be sent including charges for any loss or damage whatsoever incurred by Bolton Gymnastics LTD as a result of the actions of You or any member of Your party.
- 6.3. Where accounts remain unpaid, further bookings will not be accepted

7. Signature of Booking Form

- 7.1. By signing the Booking Form the representative of the organisers accept the terms and conditions noted herein and warrants that he or she has been duly authorised to legally bind the individual or organisation on whose behalf the booking is being made