

CHIPSTEAD RUGBY FOOTBALL CLUB

POLICY FOR THE USE OF THE CLUBHOUSE FOR CHILDREN'S PARTIES

1. The hirer must be a Club Member and have paid any subscriptions due in advance of the 'Hire Date'.
2. All bookings must be made with the Bar Manager and will become 'valid' once the deposit (see Point 7 below) has been paid. Parties must take place during the day (or by prior agreement early evening) and must NOT clash with any sport related function or event taking place at the Club. Potential bookings
3. All bookings will then be posted as a 'Children's Party' to avoid any duplication.
4. There is a 'one off' charge for the hiring of the Club which will include the use of kitchen/catering facilities. PLEASE NOTE: CLEANING OF THE KITCHEN/CATERING FACILITIES OR EQUIPMENT IS NOT INCLUDED AND IS THE RESPONSIBILITY OF THE HIRER.
5. The fee is **£100.00** (one hundred pounds) with **£50 refundable** assuming the Club is returned in the condition as found at the start of the party.
6. The Hirer will complete the Club House Hire Form and pay a **£25** (twenty five pounds) deposit (cash or cheque - deductible from the total amount) in advance – (cheques made payable to Chipstead RFC) and passed to the Bar Manager.
7. Hire time is a total of 3 hours with a further hour for set up and cleaning.
8. The bar will not be available under any circumstances.
9. An additional charge may be levied on the Member if:
 - i/ there is any Club property damaged during the event
 - ii/ there is any theft of Club property during the event
 - iii/ the kitchen area is not left clean and tidy after the event

**REMEMBER THAT WE ARE IN A RESIDENTIAL AREA
PLEASE LEAVE QUIETLY**

Your functions can be booked with Lisa Dawson, Bar Manager on:

Tel: 07949071576

E mail: lisd1966@yahoo.co.uk

or in person at the Club