

Jordans Village Hall - Terms & Conditions of Hire

In order that we retain good relations with our neighbours and provide an enjoyable facility for all hirers, we have set out these Terms and Condition for hirers and users of our Village Hall.

You should find the Hall in good clean condition, and we expect you to leave it as you found it.

The Hall is to be swept and cleaned after use - including the toilets if you or your guests have used them. There is a mop in the kitchen, which can be used with warm water.

No music to be played after 11pm. Please respect the neighbours and keep noise to a minimum during and after your event.

Any crockery, glasses, or cutlery used to be washed and put away.

Any chairs used by the hirer to be stacked on the stage after use, and any tables used to be folded up and left by the door nearest to the toilets.

The Stage Curtains must be operated using the drawstring to the left of the stage and not pulled open or closed by hand.

The Piano is not to be used as a shelf or storage area for any objects, or for leaning on. The curtains next to the piano must be left closed after use.

The small chairs and tables stored in the room to the side of the Main Hall by the toilets belong to our Nursery. They may be hired with prior arrangement, for a small fee. Where permission to use them has been arranged, please clean and returned them to where they are stored.

The Hall is to be left locked after use, with the windows shut. Any keys borrowed from JVL to be returned to the Estate Office by dropping them through the letterbox.

Hirers are free to use the car park, any other guests to your event can park anywhere around the Green on the tarmac, but not on any grass verges, nor across or opposite residents driveways.

Any damage caused during the term of hire to be reported to the Estate Office as soon as is practicable.

Emergency Exits are located on either side of the stage, through the storage room on the west side of the Hall, through the Kitchen, and through the main entrance. Emergency Exit lights to be switched on from the light panel immediately on the right of the hall as you enter.

Fire extinguishers are located near to the light panel, on the stage, and in the kitchen where there is also a fire blanket.

Hire of the hall is at the hirer's risk. Hirers have responsibility for managing risks, so far as reasonably practicable, arising from their own activities when they have control of the Hall and/or control of equipment on the premises. Injuries or accidents to you and your guests caused by activities related to your event are your responsibility. In no event will JVL be liable for any loss or damage without limitation, indirect or consequential loss or damage, or any loss or damage whatsoever arising from your hire of the Hall.

Emergency Contacts:

Pat Holdsworth, Green View, Green West Road, Jordans HP9 2SY
Tel: 01494 874565 | Mobile 07930 648485 | Email p_holdsworth@hotmail.com

Chris Jenkins, Estate Manager, Estate Office, The Green, Seer Green Lane, Jordans HP9 2ST
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Jordans Village Limited

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