

Conditions of Let

1. Persons/organisations (from here referred to as 'the hirer') must remove their property and effects at the end of the let and leave the church in a clean and tidy condition, meaning that;
 - (a) **All rubbish to be cleared from the premises.**
 - (b) **All tables and work surfaces to be cleaned.**
 - (c) **All floors shall be left clean – swept and washed as necessary.**
 - (d) **All fire exits to be closed and doors locked.**
 - (e) **All lights heaters and appropriate power switches to be switched off.**
2. The hirer shall be responsible for any loss or damage to the premises and its contents, this includes damage to wooden floors by stiletto heels or similar.
3. The hirer shall ensure that sufficient time is allowed in the period of hire for setting up and clearing the premises.
4. The hirer shall be responsible for supervision of patrons and appointing stewards when necessary. Details **must** be agreed by the deacons prior to the event.
5. The deacons the right to cancel any let providing at least two weeks notice is given in writing.
6. The hirer must not sub-let any part of the premises.
7. Lochgilphead Baptist Church accept no responsibility for loss or damage to any property left on the premises.
8. Let charges include for heating, lighting and use of dishwasher.
9. Let charges will be reviewed on an annual basis and implemented on the 31st December each year.
10. Any complaints must be put in writing and sent to the deacons
11. All accounts should be settled on the day or as soon as is possible.
12. The wearing of "stiletto heel" type shoes in the main hall is not permitted.
13. Tables must not be dragged or scraped across the floor but lifted and carried by 2 persons.
14. If the church is left in an untidy or damaged in any manner this will prohibit future hire by the hirer.
15. Each group must have their own insurance.