



Stopsley Baptist Church Booking Terms & Conditions

- 1 Important: Please note that the church has a “no alcohol” policy so any bookings within Stopsley Baptist Church (main building) must not have any alcohol on site. This applies to inside the building and outside including the car parks.
- 2 Stopsley Baptist Church reserves the right to refuse bookings that conflict with its Christian beliefs and values.
- 3 The church retains control, possession and management of the accommodation and the user has no right to exclude the church from the premises.
- 4 The accommodation may only be used by the organisation and for the purpose and during the period indicated on the application form submitted to the church.
- 5 The church may be entitled at any time on giving reasonable notice to the User require the User to transfer if possible, to alternative or comparable space and accommodation elsewhere within the building.
- 6 Users are responsible for following all Health and Safety regulations and providing appropriate first aid whilst our facilities are being used.
- 7 After the use of the accommodation it must be left in a clean and tidy condition with all furniture and equipment left in the same position as at the commencement of the hiring and the hirer must ensure that all the lights are turned out and all doors and windows properly secured.
- 8 The user must ensure that during the use of the accommodation that no person smokes and that no alcohol is supplied or consumed.
- 9 The user must not leave in the accommodation any equipment, furniture, or articles of any kind unless by prior written agreement from the church who reserve the right to charge a separate fee for the provision of any such specified and agreed storage facilities.
- 10 The User agrees that the church accepts no responsibility for injury or loss to person or property arising out of the use of the accommodation apart from such injury or loss which arises from the church’s responsibility for the general



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maintenance of the accommodation and the User will keep the church indemnified against any claims for which the church is not responsible.

11 The user has a responsibility to notify the church of any defect in the accommodation or in any of the church's furniture or other equipment in the accommodation.

12 The User will comply with the provisions of the church's Health and Safety policy, Fire Evacuation Policy and Risk Assessment procedures and will ensure that all those using the accommodation are aware of the appropriate safety responsibilities

13 The User must take responsibility for familiarising themselves and their guests or event participants with all safety aspects of the building, fire exits and location of fire extinguishers.

14 Stopsley Baptist Church may terminate this agreement immediately at any time if there is a breach of these conditions by the user.

15 Where premises are to be used by children, the User agrees to comply with the Government's guidelines for appropriate safeguarding.

16 If the letting includes access and use of the site kitchen facilities, users should practice good food hygiene standards and use appropriately certificated staff where possible.

17 Paid bookings may be cancelled up to 24 hours before the event and if so, a full refund will be issued. If the booking is cancelled after this 50% of the booking fee will be returned. Booking cancellations should be sent to chris.young@stopsley.net