

Old Wulfrunians Club Ltd
253a Castlecroft Road
Wolverhampton
WV3 8NA

Application for Hire of Premises

Applicant information

Full Name: _____

Address: _____

Home Phone: _____ Mobile: _____

Date of Hiring: _____ Time: From _____ to _____

Number Attending : _____

Purpose of Hiring: _____

Are you a Member of Old Wulfrunians Yes / No

Steward required to set out room? Yes/No Do you require a DJ? Yes/No

Buffet Required (Club Caterers are available Yes/No (If yes, state for how many _____

Any extra requirements, please state _____

**PLEASE NOTE – THE HIRE DOES NOT INCLUDE USE OF THE KITCHEN
UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE**

Check List

Room Hire Paid Yes/No

Deposit Paid Yes/No

Conditions of returnable deposit explained and understood Yes/No

Conditions of hire attached explained and understood Yes/No

I am over 21 years of age

Signed _____ Print Name _____ Date _____

Thank you for your booking

Old Wulfrunians Club Limited

Conditions of Hiring the Function Room

1. No application will be accepted without the appropriate form being completed and room hire fee and deposit fee paid.

(The room hire fee is non refundable on cancellation, the deposit is returnable subject to conditions)

2. The hirer is responsible for the efficient supervision of the function and the preservation of good order and decency.

3. Any damage arising from the hiring of the premises will be repaired by the Club and charged against the hirer.

4. Any decoration to the Function Room is to be approved in advance by the Club and, together with any equipment, must be removed immediately after the event.

5. The maximum number of persons admitted to the function is not to exceed the capacity recommended by legislative guidelines.

6. The hirer is responsible for ensuring any activity does not restrict the use of Fire Exits or passages and should familiarise themselves with all the points of exit.

7. No part of the Function Room or any other accommodation is to be used for any purpose other than the purpose of the hiring.

8. No part of the Function Room or accommodation is to be used for any unlawful purpose or in any unlawful way.

The hirer is to ensure guests do not supply or encourage under age drinking or the sale or use of any illegal substances in the Club. If any hirer is found to have allowed such activities to take place during the function then the club reserves the right to terminate the hire. Alcohol is NOT to be brought onto the premises without prior arrangement.

9. **The hirer is to ensure that the volume of music/entertainment is kept to an acceptable level, that the emergency exit door and windows are closed at all times and that guests leave the premises quietly as to cause minimum disruption. All music MUST be reduced in volume after 11.00pm.**

10. The Club has the discretionary right to refuse admission to guests and to stop the function.

Injury to persons or loss of property

The Club will not be liable for the death or injury to any person attending the premises for the function or for any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by the hirer in the exercise of the rights granted by the agreement. The Club will not under any circumstances accept responsibility of liability in respect of any damage to or loss of any goods of any kind brought into or left at the premises by the hirer or by any other person. The hirer will indemnify the Club against all such liabilities as are mentioned in this Condition of Hire.

Parking facilities, where available, are at the owners risk.

THE STEWARD IS EXPRESSLY INSTRUCTED BY THE BOARD TO ENSURE THAT HIRERS OBSERVE THE CONDITIONS SET OUT ABOVE