



Goring Thames Sailing Club

Hon. Secretary
Goring Thames Sailing Club
The Bridleway, Cleve
Goring-on-Thames
Oxfordshire, RG8 0HS

Personal Tel: 01491 875121
gtsc.secretary@goringthamessc.org.uk

BOOKING FORM FOR GTSC

I, the Hirer,..... (name of club member)

of..... (address)

.....

Tel: E-mail:

hereby book on behalf of.....(state society etc)

the club for(date), between the hours of
(including preparation and clearing up time up to a maximum of 6 hours - please contact the Secretary for information about longer hire periods)

For a fee of: **£75** commercial organisations and events

£45 non-commercial, charity, social and family events

Both being subject to a **£150 deposit** (returnable subject to the Club being left in a satisfactory condition)

I intend to use: Kitchen / changing rooms / outside area / main club house (delete as appropriate)

I understand and agree that;

1. I am responsible for compliance with the Rules for Booking Club Premises as stated.
2. I will not have exclusive occupation of the club or any part of it, as the club is open to its members 24 hours a day, 7 days a week.
3. During the hire period I am responsible for the health, safety and welfare of all persons who may be affected by my undertaking. I am required to read and agree to the Club's; fire, health & safety and food hygiene requirements, including completing risk assessments and completing the food safety manual. I agree to familiarise myself with the emergency procedures displayed on the Club noticeboard and location plan of fire fighting equipment and fire exits'
4. I am responsible to ensure that nothing occurs in or upon the Club's property which may be or become a nuisance, damage or disturbance or annoyance to any of the Club's members or to the owners or occupiers of any adjoining or neighbouring premises or which may vitiate any insurance of the premises against fire or otherwise or increase the premium thereon.

Signed:

Dated:

Enclose 2 separate cheques (fee & deposit) both made payable to "Goring Thames Sailing Club"





RULES FOR BOOKING CLUB PREMISES

1. In all cases of the Club premises or any part thereof being hired, there shall be one person "the Hirer" who will be responsible for compliance with these rules. That person shall be a current member of GTSC. S/he shall be deemed to have accepted such responsibility and liability for breach of any of these rules whether by him or herself or by any other third party who may be on the Club's premises during the period of hire or as a result thereof.
2. The cost of hiring the Club's premises shall be fixed from time to time by the Club's Committee and shall be payable seven days in advance to the Secretary ("the Secretary") together with such deposit as may be required.
3. The deposit shall be returned in full, without interest, providing that the Club's Committee are satisfied that all of these rules have been complied with and after deduction of the cost of repairing any loss or damage to the Club's premises, property or members or guests property howsoever caused which occurs during the period of hire or as a result of the hiring of the Club's premises.
4. Any loss or damage as referred to in Rule 3, shall be reported by the Hirer to the Secretary as soon as reasonably practicable and in any event within 24 hours of the end of the period of hire. The Hirer shall confirm and provide such details as may be required by the Secretary or the Committee, in writing within seven days upon request.
5. The Hirer shall return any keys upon demand or in any event within 24 hours of the end of the period of hire to the Secretary or to such place as shall be required. If any keys are lost, the Hirer may be charged the cost of duplicate keys and/or replacement locks, at the absolute discretion of the Secretary.
6. The Hirer agrees not to disclose any combination lock numbers.
7. The Hirer shall take responsibility for the compliance with all fire, health and safety, licensing and hygiene regulations during the period of hire; including completing risk assessments. The Club's guidance on occupancy of the clubhouse is a maximum of 80, or 60 seated. The hirer will take responsibility to read and complete the food safety manual (located in the kitchen).
8. The Hirer shall ensure that any persons, associated with the event, participating in waterbourne activities, shall be a member of the Club. Temporary memberships are available for the period of hire and forms can be found in the Clubhouse.
9. The Hirer shall ensure that:-
 - I. the Club's premises, furniture, fixtures, fittings and effects shall be properly cleaned at the end of the period of hire, regardless of the condition of the club upon arrival. Please note that the Club is cleaned on a weekly basis during the summer but as a result of its high usage, it may be necessary for the hirer to clean the club before using the premises.
 - II. none of the said furniture, fixtures, fittings and effects are removed from the premises save with the previous written consent of the Secretary;
 - III. no one smokes inside the Club premises;
 - IV. no screws, nails nor other fixings shall be driven into the walls or furniture;
 - V. whenever the premises are left unattended, all doors and windows are securely fastened;
 - VI. at the end of the event all doors, windows and entrance gate are locked, all lights, heaters and showers are turned off and fridges and freezer doors shut;
 - VII. no profession, trade or business is carried on, on the premises;
 - VIII. nothing occurs in or upon the Club's property which may be or become a nuisance, damage or disturbance or annoyance to any of the Club's members or to the owners or occupiers of any adjoining or neighbouring premises or which may vitiate any insurance of the premises against fire or otherwise or increase the premium thereon;



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- IX. no piano, record player, radio, compact disc, audio equipment, TV or loudspeakers or any mechanical or other musical instrument of any kind is played or used nor to practice any singing on the Club's property so as to cause annoyance to any of the Club's members or owners or occupiers of any adjoining or neighbouring premises or so as to be audible outside the premises between the hours of 9.00pm and 9.00am (Sunday to Thursday) and 10.00pm and 9.00am (Friday to Saturday);
 - X. no inflammable or offensive goods, provisions or materials are kept upon the premises nor that any paraffin heaters are used on the premises;
 - XI. all rubbish on the Club's property is properly disposed of. At the end of the event please remove all waste from the premises and recycle as appropriate, regardless of whether your event generated the waste.
 - XII. the Club's general rules and byelaws, a copy of which are displayed in the Club and on the GTSC web site (<http://www.goringthamesc.org.uk/>), are fully complied with by him/her and all persons entering the Club's premises during the period of hire whether they are authorised or unauthorised;
 - XIII. vehicles and/or boats and/or trailers are parked in the Club's car park or such other place as may be specifically allocated by the Secretary. Under no circumstances shall vehicles be parked on or near the bridleway or private road adjoining the Club's premises;
 - XIV. the clubs neighbours are respected and no cars are parked beyond the grass verge above the club;
 - XV. no vehicles and/or boats and/or trailers obstruct any public or private right of way or fire exit;
 - XVI. no boats or trailers belonging to the Club's members shall be moved or interfered with.
10. I understand that an additional fee may be charged if I use the club for longer than stated above. The normal hire period is for a maximum of six hours including preparation and clearing up time. For longer hire periods please contact the Secretary for information.

PLEASE NOTE:-

IF RULE 9(XIII) AND/OR (XIV) ARE BROKEN, THE WHOLE OF THE DEPOSIT REFERRED TO IN RULE 2 SHALL BE FORFEITED FORTHWITH.

I, of.....

hereby acknowledge receipt of the above Rules and I agree to be bound by them,

Signed

Dated