

# **Upper Benefield Cricket Clubhouse**

## **Venue Hire.**

Benefield Cricket Club is the perfect place for your venue hire. Whether you are hosting a meeting, planning a party, wedding reception, funeral reception, or wanting to run a regular class, we can cater for your requirements. The club can be decorated by you to suit the occasion. We offer ample car parking, a fully functioning kitchen, large projector screen, Wi-Fi, toilets with baby changing facilities and a well-stocked fully licenced bar. As a private member club, we are able to keep our bar prices very competitive. The main Clubhouse has been designed with wide doors and no steps to give easy access for wheelchairs and mobility scooters.

The Clubhouse is located in the picturesque Northamptonshire village of Upper Benefield enjoying fabulous views across the valley to Lower Benefield and the church of St Mary. The Clubhouse and outside decking will accommodate up to 100 people. However, if your event is seated only, this is reduced to 50.

Hire charges are from as little as £15 per hour. Please see the full list of charges below.

### **Hire charges:**

- Clubhouse hire £15 per hour. Minimum hire of two hours.
- Non Cricket and Social Club membership to cover the event £20.
- Bar staff £13 per hour per member of staff. Booking of over 50 people may require additional staff.
- The Hirer must not supply their own drinks unless previously agreed at the time of booking, then a corkage charge will be applied. Please discuss at the time of booking.
- Deposit. 50% of the hire charge will be made and this may be non-refundable in the event of cancellation.

For bookings and enquiries please contact Stephen Morgan. Mobile number 07956834035.

**Please scroll down to the next page for the Terms and Condition and booking form.**

## **Terms and Conditions of Hire.**

### **1. Definitions**

- **The Clubhouse** means the clubhouse building and its grounds but excludes the cricket square and practice nets.
- **The Club Committee** means the body responsible for managing the Clubhouse.
- **The Hirer** means the individual or organisation hiring the Clubhouse and named on the booking form.

### **2. Application for Hire**

- 2.1 All bookings must be made by completing a booking form and receiving written confirmation from the Club Committee.
- 2.2 The Hirer must be over 18 years of age.
- 2.3 The Club Committee reserves the right to refuse or cancel any booking without giving a reason.

### **3. Purpose of Hire**

- 3.1 The Clubhouse may only be used for the purpose stated on the booking form.
- 3.2 The Clubhouse must not be used for any unlawful, immoral, or dangerous activities.
- 3.3 Political or commercial use may be subject to additional conditions or fees.

### **4. Payment and Deposits**

- 4.1 An amount of 50% of the total hire charge must be paid upon booking. The balance of payment is due 7 days before the event date.
- 4.2 Failure to pay could result in cancellation of the booking.

### **5. Cancellation**

- 5.1 If the Hirer cancels the booking:

- Up to 14 days before the booked event date: full refund (minus admin fee if applicable)
- Within 14 to 7 days before the event date: deposit paid.
- Within 48 hours of the event date: full hire fee may be forfeited (at the Committee's discretion).

- 5.2 If the Club Committee cancels the booking:

- If the Clubhouse is unavailable due to circumstances beyond control, the Management Committee's liability is limited to a refund of fees paid only.

### **6. Responsibilities of the Hirer**

The Hirer is responsible for:

- Ensuring the Clubhouse and grounds are left clean, tidy, and in the condition it was found
- Removing all rubbish after the event
- Supervising all attendees, including children
- Ensuring noise levels are kept reasonable, especially late at night and when leaving the venue

### **7. Damage and Loss**

- 7.1 The Hirer shall be responsible for any damage to the Clubhouse, its contents, or grounds during the hire period.

- 7.2 The cost of any repairs or damage over and above the deposit will be invoiced to the Hirer.

## **8. Health and Safety**

- 8.1 The Hirer must comply with all health and safety regulations.
- 8.2 Fire exits must be kept clear at all times.
- 8.3 No naked flames or hazardous materials may be used without prior written consent. This includes fireworks and BBQs
- 8.4 The Hirer must not exceed the maximum occupancy limit of the Clubhouse.

## **9. Alcohol and Food**

- 9.1 The sale of alcohol is only permitted to those over the age of 18.
- 9.2 The Hirer must not supply their own drinks unless previously agreed at the time of booking. A corkage charge will be applied. Please discuss this at the time of booking.
- 9.3 The Hirer is responsible for complying with food hygiene regulations if food is prepared or served by the Hirer.

## **10. Insurance and Liability**

- 10.1 The Club Committee is not responsible for loss, damage, or theft of personal belongings.
- 10.2 The Hirer may be required to hold their own public liability insurance for certain events.
- 10.3 The Hirer indemnifies the Club Committee against all claims arising from the hire.
- 10.4 If the Hirer arranges their own inflatable or bouncy castle then this is at the Hirer's own risk regarding accidents or damage.

## **11. Subletting**

The Hirer cannot sublet or transfer the booking to another party without written permission from the Club Committee.

## **12. Access**

- 12.1 A Club Committee member will open and close the clubhouse at the agreed times.

## **13. Compliance with Instructions**

The Hirer must comply with all reasonable instructions given by the Club Committee or its representatives.

## **14. Acceptance of Terms**

Booking the Clubhouse constitutes acceptance of these Terms and Conditions.

**Please scroll down to the next page for the booking form.**

# Benefield Cricket & Social Club –

## EVENT BOOKING FORM

### 1. Hirer Information

2. Full Name: \_\_\_\_\_ Membership: Yes  No
3. Organization / Family Name (if applicable): \_\_\_\_\_
4. Phone Number: \_\_\_\_\_
5. Email Address: \_\_\_\_\_
6. Home Address: \_\_\_\_\_

### 2. Event Details

Type of Event (please tick one):

Party,  Wedding Reception,  Funeral Reception,  Meeting  
 Other: \_\_\_\_\_

- Event Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- Event Day: \_\_\_\_\_
- Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_
- Expected Number of Guests: \_\_\_\_\_

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### 3. Venue & Setup Requirements

- Indoor/Outdoor Event requirements: Indoor  Outdoor
- Early access to venue for preparation: Yes  No
- Access to and use of kitchen: Yes  No

### 4. Catering & Services (if applicable)

- Self-catering:  Yes  No

If yes, please specify:

- o  Buffet
- o  Plated Meal
- o  Finger Foods

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- Additional Services Required (tick all that apply):  
 Sound System / Music,  Large screen,  Wi-fi,  Post event cleaning  
 Other: \_\_\_\_\_

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## 5. Special Instructions / Notes

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## 6. Payment Details

This section will be completed by the Club Committee based on your requests for various services. Please give your preferred method of payment in the box below.

	Hou rs	Rate per hour	Total
Hire Charge		£15.00	
Bar Staff		£13.00	
Non Membership Fee			£20.00
Other			
<b>Total Hire Charge</b>			
Deposit			
Balance Due			

Total Quoted Amount: \_\_\_\_\_

- Deposit Paid: \_\_\_\_\_ Date: \_\_\_\_\_
- Balance Due: \_\_\_\_\_ Date: \_\_\_\_\_
- Payment Method:  Cash  Bank Transfer  Card (via Sum up)
  - Benefield Cricket & Social Club - Bank Details
  - Sort Code 30-96-09 Account 71456868

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## 7. Confirmation

I confirm that the above information is correct and I agree to the terms and conditions.

Hirer Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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