

**ILTON PARISH COUNCIL (IPC)**  
**CONDITIONS OF HIRE**  
**MULTI USE GAMES AREA (MUGA)**

For the purposes of these conditions, the term HIRER shall mean an individual Hirer or, where the Hirer is an organisation, the authorised representative. Premises shall mean the MUGA and surrounding area.

**1. Who can hire the MUGA and for what use?**

- 1.1 The MUGA can be hired by anyone who is aged 18 or over at the time of booking, for approved activities. The person signing the booking form is deemed to be the 'person in charge'. The Hirer will remain, and be responsible for, the supervision and care of the facilities hired, their fabric and contents, during the period of hiring.
- 1.2 The Hirer shall not use the MUGA facilities for any purpose other than that described in the booking form and shall not sub-let the premises. They shall not do, or bring onto the premises anything which may endanger the premises or render invalid any insurance policies relating to the premises. The IPC's insurance does not cover activities carried out by MUGA hirers. Hirers using the facility do so at their own risk.
- 1.3 The MUGA shall be available for use from 9 a.m. to 9 p.m. daily, last booking is 8 p.m and must finish by 9pm (floodlights, if used, will switch off at 9.00 p.m.).

**2. Booking**

- 2.1 The MUGA is to be hired on an hourly basis, and charges include the use of the floodlights if required.
- 2.2 Arrangements for a regular 'contract' booking may be made by contacting the IPC directly. The Hirer will be required to complete a booking form and to sign to accept these Conditions of Hire. The Hirer will be invoiced monthly for such contract bookings.
- 2.3 'One-off' bookings may also be made in person, writing or telephone as above. Payment for the use of the MUGA must be in full at the time of the booking, or on receipt of an invoice if a block booking. The Hirer shall be required to complete a booking form and to sign to accept these Conditions of Hire.
- 2.4 All Hirers will be required to give a minimum of 24 hours notice to cancel their booking or they will be charged as normal.
- 2.5 The IPC reserves the right to refuse a booking without notice or to cancel the hiring booking at any time either before or during the term of the agreement upon giving 7 days notice in writing to the Hirer, and any deposit shall be returned.
- 2.6 In the event of heavy snow or flooding the IPC will credit the lost session either by refunding the hire cost or by extending the period of hire.

**3. Damage to venue and inconvenience to neighbours**

- 3.1 The Hirer will be responsible for the supervision and care of all users of the MUGA area during the period of the hiring. The Hirer will be responsible for supervising the behaviour of all persons using the premises, whatever their capacity, including proper

supervision of car parking arrangements so as to avoid obstruction of the highway and dropped pavement. Vehicles are left at the owners' risk.

- 3.2 The Hirer shall indemnify the IPC for the cost of repair of any damage done to any part of the MUGA or of any associated equipment, which may occur as a result of the hiring.
- 3.3 Hirers using the MUGA are required to ensure that noise levels and inconvenience to our neighbours is kept to a minimum. Music is not allowed to be played without a valid licence.

#### **4. General conditions**

- 4.1 The Hirer shall ensure that clean soft soled footwear is worn at all times by those using the MUGA. The wearing of boots with studs, spikes or blades is strictly prohibited.
- 4.2 The Hirer shall ensure that no animals are brought onto the MUGA area.
- 4.3 The Hirer shall ensure that no glass bottles are brought onto the MUGA area.
- 4.4 The Hirer shall ensure that all litter is disposed of in the bin provided or taken away.
- 4.5 Drinking of alcohol in the MUGA facility is prohibited.
- 4.6 The Hirer will be responsible for providing their own first aid cover and a mobile telephone for emergency assistance if it were to be necessary.
- 4.7 In the event of the MUGA or any part thereof being rendered unfit for the use for which it has been hired, the IPC shall not be liable to the Hirer for any resulting loss or damage whatsoever.
- 4.8 At the end of the hiring, the Hirer shall be responsible for leaving the premises in a clean and tidy condition.
- 4.9 All Hirers must ensure that they vacate the MUGA at the stated hired time to allow other hirers to access the facility at their allotted time slot.

The booking of the MUGA by the Hirer indicates acceptance of all of the above Conditions of Hire. These Conditions may not be varied in any way by the Hirer.

Any breach of these Conditions will result in refusal to permit the Hirer to make any future bookings for the use of the MUGA facility.

The IPC reserves the right to make alterations to any of the Conditions of Hire from time to time and at its own discretion.