

**Kingsbarns Memorial Hall  
Tariffs and charges 2015**

**Minimum letting period is 2 hours**

Village organisations, charities and village regular users	£6 per hour
Outside bodies, private and commercial lets	£18 per hour
Committee Room (for outside bodies)	£9 per hour
Deposit for private functions	£150
Green banded crockery	£5 per set
Breakages and losses	replacement cost
Table hire	£3 per table
Additional cleaning if required	£12 per hour

**Conditions of Let**

1. Letting is only to those aged 18 and over.
2. The let is only for the purpose and number of participants specified on the booking form.
3. You are responsible for setting up, clearing and cleaning the hall. You will be liable for any additional expenses regarding cleaning or repair. Please observe the following:
  - a) supply your own tea towels
  - b) take glass bottles away with you, as there are no glass recycling facilities in the village
  - c) leave chairs against the walls where possible, but not in front of radiators
  - d) if you remove the table tennis table, please ensure it is returned when you leave
  - e) ensure the heating is switched off unless instructed otherwise
4. There is no smoking anywhere on the premises.
5. The committee is not responsible for any loss or damage to property or persons on the premises or any failure of equipment on the premises.
6. See above schedule of tariffs and charges for hire of crockery and tables.
7. The hall must be cleared by the end of the let and left in a clean and good condition
8. The hall keeper will be able to access the premises at all times during the let.
9. The lessee will be responsible for the sale of any alcohol on the premises and ensure that all licensing laws and regulations are complied with.