

Folkestone Nepalese Community Centre

Rooms Hire Terms and Conditions

Terms and Conditions

Please, read carefully the following terms and conditions that will apply to the use of any meeting rooms which we agree to provide to you.

1. **Hire Charges**

The hire charges are as set out on the website www.fncuk.org/hire-our-spaces/

2. **Use of rooms**

The hirer shall not permit more than the maximum number of people specified to be in any meeting room at any time. The hirer must declare at the outset the purpose of the application and the room/s used for that purpose only.

3. **Noise**

The hirer, their staff or visitors must not make or permit to be made any noise which may interfere with the use of other rooms within the building.

4. **Cleanliness and Breakages**

The hirer must leave the premises in a clean and tidy condition. The hirer must indemnify the owners against any loss, thefts or damage however caused, during or in respect of the period of hire.

5. **Catering**

Food purchased from sources other than Folkestone Nepalese Community Centre must be notified beforehand.

6. **Third Parties**

Applications or bookings on behalf of a third party is not permitted.

7. **Applications / Requests for Hire**

The Folkestone Nepalese Community Centre reserves the right to refuse applications or requests for hire.

8. **Use of Premises**

The hirer and their party must only use those meeting rooms which are specified in the hire arrangement. They must vacate the building by the time specified. The hirer shall indemnify The Folkestone Nepalese Community Centre for any loss caused by the hirer and their party failing to vacate the building by the time specified.

The Folkestone Community Centre reserves the right to charge the hirer for the use of the premises should the hirer and their party fail to vacate the building by the time specified.

9. **Premises Health and Safety**

The hirer will be responsible for health and safety, and safe working practices while using the premises. Any breaches should be reported to the FNCC Manger immediately.

10. **Filming and Photography**

No filming or photography in the building without prior written permission from the Folkestone Nepalese Community Centre.

11. **Payment**

When agreed in advance with the Folkestone Nepalese Community Centre fees must be paid within 7 days of the invoice being issued.