



Alcester Rugby Football Club
ARFC, Birmingham Road, Kings Coughton, Alcester, Warwickshire, B49 5QF
Tel: 01789 764061

Club House / Facilities Booking Application Form

Please complete this form and return it, together with your deposit, to Mike Edwards (club secretary), at the above address.

Retain the attached Conditions of Hire and Charges for your reference.

Date required:

Time required from: Time required To:

Nature of Function:

Approximate number attending:(limited to 180 for clubhouse)

Name and Address of Organiser:

.....
.....
.....
.....

Contact Telephone Number:

Club Member / Sponsor / Non-Member.

Deposit of £.....paid Date...../...../.....

Full fee paid (excluding Security deposit) of £..... Date...../...../.....

N.B. 18th/21st Birthday Parties, School Discos will be stewarded by A.R.F.C. at an additional cost of 4 x £25 per steward.



**Alcester Rugby Football Club, Birmingham Road, Kings Coughton,
Alcester, Warwickshire B49 5QF
Tel: 01789 764061**

Please retain this form for your reference.

CONDITIONS OF HIRE

Note: Bookings are not normally accepted for Saturday evenings during the playing season (mid - August to mid – May).

- A deposit of £25.00 is required at the time of booking. The balance to be paid 14 days prior to the event. Cheques should be made payable to Alcester Rugby Football Club and sent with the booking form, to Mike Edwards (club secretary), at the above address.
- A charge of £20 is required for any function requesting the hire of the kitchen facilities, the hirer must leave the kitchen and equipment in a clean and tidy condition and all rubbish must be removed.
- **A security deposit of £50.00 may be requested for certain events. This is refundable, subject to all hiring conditions being met. You will be advised prior to the event if the Executive Committee deem that a security deposit is required.**
- Any loss or damage to any fixtures, fittings, furniture or effects, however caused will be charged for in full.
- Bookings must be made at least 14 days prior to the planned event.
- Numbers attending the event are restricted to comply with fire regulations, and will vary dependant upon the areas booked and the type of event proposed. You will be advised by the Club Contact if attendance is to be restricted.
- Kitchen / Shower / Changing / Toilet areas must be left in a clean state.
- All items belonging to the Hirer must be removed immediately after the function, unless prior agreement has been made with the Club. Items not removed within 28 days may be sold or otherwise disposed of. A.R.F.C. accepts no liability for any loss or damage to the Hirers property or possessions.
- Emergency exits and all entrances must remain free from obstruction at all times.
- Intoxicating liquor shall not be sold, supplied or consumed on the premises without the prior permission of the licensees.
- Persons arriving at, departing from the premises are required to do so quietly and in an orderly and considerate manner without causing damage or nuisance to neighbouring residential property.
- Vehicles parked on the premises are parked at the owners' risk.
- The Club can not be hired for monetary gain
- Alcester Rugby Football Club reserves the right to refuse or cancel bookings without providing reasons if it considers the event to be prejudicial to its relationship with the local community or cannot be supported due to circumstances beyond the control of the Club.
- Alcester Rugby Football Club reserves the right to refuse access to the premises to any person it deems unsuitable.



**Alcester Rugby Football Club, Birmingham Road, Kings Coughton,
Alcester, Warwickshire B49 5QF
Tele: 01789 764061**

DEPOSITS & HIRE CHARGES

Deposits:

The following outlines the deposits and security deposits required to hire the facilities:

Clubhouse: £25 deposit plus £50 security deposit (Certain Events).

Hire charges may vary dependant upon the proposed function and will be confirmed prior to accepting the booking.

N.B. 18th/21st Birthday Parties, School Discos will be stewarded by A.R.F.C. at an additional cost per steward.

Events Member's Rate Non – Members' Rate

Clubhouse POA POA

Bar £nil £nil

Kitchen £20 £20

ARFC Stewards £25 per steward £25 per steward

Club Grounds POA POA

Showers / Changing Facilities POA POA

Bar Extension POA POA

The above charges are based on five (5) hours hire of the facilities.

All-day Functions POA

Organisers are required to ensure that the premises are vacated within 30 minutes of the agreed finishing time for the function.

NO PERSONS ARE PERMITTED TO BRING ALCOHOL ONTO THE PREMISES WITHOUT PRIOR AGREEMENT FROM THE COMMITTEE ANY PERSON ATTEMPTING TO DO MAY BE BARRED FROM THE PREMISES.