

Swillington Village Hall

Conditions for hire

Party and event bookings require a £100 bond fully repayable provided there is no damage or breakages.

Prompt payment via Bacs of all invoices is required, Sort Code 05 03 58 Account Number 16360186 **please use event date as reference when making payments**. Payment by cheque **14** working days required, payable to Swillington Village Hall. We would prefer not to handle cash.

Cancellation Policy. A full refund of deposit is available if events are cancelled 4 weeks in advance, otherwise no refund will be given.

Alcohol may be served & consumed but not sold, a licence must be procured for the sale of alcohol by the person/s hiring the premises.

Music – the premises has a licence for the playing of recorded “background” music. A licence for “live music” performance must be acquired by the person/s hiring the premises.

Children and young people must be supervised by an appropriate number of responsible adults at all times. By signing this agreement, you accept that you are responsible for the provision of appropriate insurance cover for the activity undertaken.

Disposal of waste – Prior arrangements can be made for the disposal of excessive waste; please enquire as to charges. A moderate amount of waste can be accommodated, otherwise it is expected that the person/s hiring the premises will remove all waste immediately the hire term ends.

The premises must be left clean and tidy with all spillages mopped up, all damages must be reported and paid for. Consideration for neighbouring properties must be shown at all times.

March 2026