

BAXTER'S FIELD TERMS & CONDITIONS FOR HIRERS

Before completing the booking form please read these T&C. If you are not going to be present at the event it is essential that you pass these T&C to whoever will be in charge **BEFORE** your booking is made. This will help your event to run smoothly and without putting our volunteers into difficult situations.

PLEASE KEEP THIS PAGE FOR YOUR RECORDS

Please understand that the Baxter's Field is a large open space with no facilities such as water, electricity or toilets.

Please use the field just as it is – not in any other way. It is a beautiful space for you and your friends to enjoy.

DOGS AND BICYCLES ARE NOT ALLOWED IN THE FIELD AT ANY TIME.

1. Cleaning and clearing up.

Please leave the condition of the field as you would wish to find it. You must clear up everything you have brought in and remove all litter from the field. Bags of litter **MUST** be removed and not left by the main gate.

2. Damage.

You will be responsible for any damage to the field, its vegetation, trees and fences e.g. marking of trees for boundaries is not permitted. You are legally responsible for injury to persons attending your event.

3. Deposit.

A refundable deposit, paid with the booking fee, will be retained should any damage occur – for which there may be additional charges- or if there is any disregard of any of these terms and conditions. It will be refunded should the event be cancelled.

4. Stewards.

Before booking any event the Company will wish to agree the number of stewards you will need depending on the nature of your event and numbers expected. You are booking exclusive use of the Field and your stewards will be responsible for excluding casual visitors to the field during your event or asking people to leave as your booking begins.

5. Notices

As soon as your booking is made it will be entered on the web site calendar and also a notice will be on the gate and another at the top of the steps/slope early in the day of your event stating the start time of closure to the general public. You must ensure that these notices remain in place during your event.

6. Music.

The appropriate music licenses have to be acquired by the Company therefore no music of any kind may be played in the Field without that permission. Amplified music will never be allowed. The cost of the music licenses will be added to the booking fee.

7. Barbecues (£10 extra hire charge and please read Barbecue notes)

With written permission of the Company, you may **ONLY** have a barbecue in the designated area. You cannot use barbecue trays or any other barbecue equipment elsewhere. This includes disposable BBQ trays.

8. Toilet Facilities.

Should you hire in a portaloos, there is a concrete base just inside the main gate which you will be shown. All arrangements to bring in the toilet before your event and therefore outside your booking time, must be made with the Company beforehand. There are public toilets in Western Road.

9. Bouncy Castles.

May **only** be placed on the flat area east of the picnic area. Please advise your supplier of this and that the lower gate must be used for bringing in the generator/castle and not down the main gate steps where the heavy equipment is chipping off the brick edging.

10. General notes.

Do not unload equipment over the fencing or throw things down the bank. The entrances are through the Main gate and down the path or via the lower gate and slope. You should assess what trolleys you may need in order to bring in equipment. Please use only bio-degradable decorations etc. Please keep out of fenced areas and off the banks as indicated. Do not allow children to climb in, up or swing on low hanging tree branches, or break off branches. It is not permitted to dig any holes. During the week there are strict parking regulations in Bradford Road. Free parking is available on both sides of the road at the weekends. There is no parking at the Main Gate.

The more accurate description you give of the nature of your event – the activities you are planning, the equipment you are bringing in, the number of people you expect – the better we can advise you as to what is acceptable or if necessary, suggest mutually agreed alternatives.

Failure to comply with these Conditions: your deposit may be retained and any further booking request from you may only be granted after further discussion by the Trustees.

All work in Baxter's Field and administration is done by volunteers. Please respect all their efforts.