

Active Blackpool - Sports Venue Hire Booking Form

Please complete the form and return it as soon as possible to:

bookingsbsc@blackpool.gov.uk or alternatively to Administration Officer, Sport Blackpool, Blackpool Sports Centre, West Park Drive, Blackpool, FY3 9HQ. Tel: 01253 478465 for any queries.

Name of Venue Required	Common Edge Sports Facilities	
Area	Grass Pitch	
Purpose (please tick)	<input type="checkbox"/> Match	<input type="checkbox"/> Training

SINGLE BOOKING	Day & Date	Time

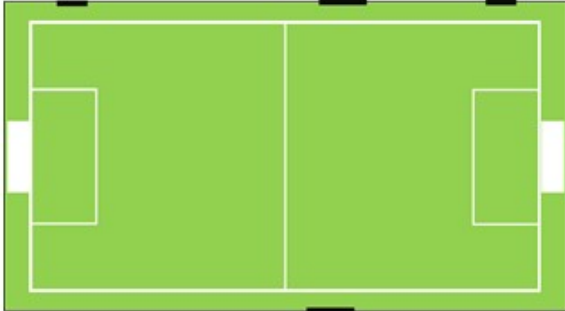
BLOCK BOOKING	Start Date	End Date	Day(s) & Time(s)
	Dates not required		Dates not available

Expected Participants-Numbers	Under 8's	9-15 Years	16 Years +
Club Mark	YES / NO	<small>Please enclose certificate</small>	
Please tick the relevant	<input type="checkbox"/> LFA Affiliated	<input type="checkbox"/> County FA	<input type="checkbox"/> Pro Club
	<input type="checkbox"/> Charter Standard	<input type="checkbox"/> Private Hire	

Name of Organisation / Club / Hire		
	Booking Contact	Invoice Contact (if different)
Contact Name		
Address		
Postcode		
Contact Tel		
Email		

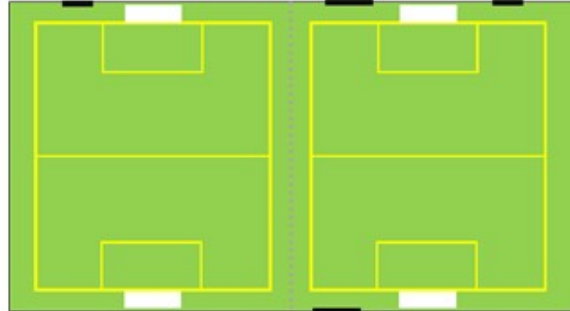
Please select the set-up required for your booking for each hour in the table below:

11 a side Pitch



1 x 7/9 a-side Pitch

2 x 7/9 a-side Pitches

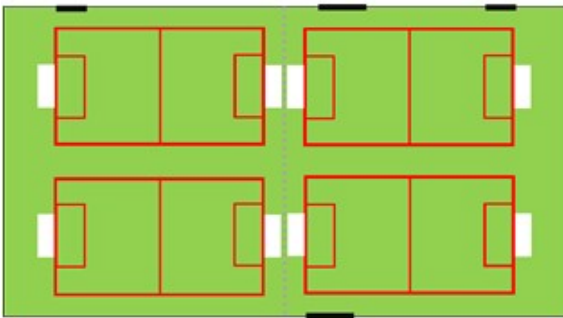


1 x 5 a-side Pitch

2 x 5 a-side Pitches

3 x 5 a-side Pitches

4 x 5 a-side Pitches



	5 a side	7/9 a side	11 a side
5-6pm			
6-7pm			
7-8pm			
8-9pm			
9-10pm			

Only one setup per hour will be permitted

Please note that set-up cannot be changed on the day. All changes must be sent to bookingsbsc@blackpool.gov.uk with a minimum of 24 hours' notice.

COST AGREED:

VAT exemption applies if a booking by a constituted club or association consists of TEN lots or more with a gap of less than 14 days between each let; each session is in the same place and the let is to a club or association. There must be exclusive use.

I have the authority of _____ to bind them by signing this application (as number 5 above) on their behalf. I agree to pay for such hire and to observe and perform all conditions relating to my hiring of the above facilities.

Sign		Print		Date	
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Please sign that you have received, understood and accept the terms and conditions and safety information

Sign		Print		Date	
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Conditions of Hire

Terms and Conditions relating to the use of the Main Sports Hall, Projectile Hall, Changing Rooms, Exercise Class Studio, Meeting Room, Netball Courts, 3G, All Weather Pitches, Arena including Club Room, Multi Purpose Room and Meeting Room at Blackpool Sports Centre (“the premises”)

Definitions

“the Centre”	means Blackpool Sports Centre West Park Drive Blackpool FY3 9HQ including all the buildings, grounds, car parks or other facilities of the Sports Centre
“the Council”	means Blackpool Council of the Town Hall Blackpool FY1 1NB
“the Hirer”	means the organisation and/or the individual in whose name the booking is made. The Hirer (if more than one person) shall be jointly and severally liable in respect of this Agreement
“the Manager”	means the Leisure Manager of Blackpool Sports Centre and shall include any Duty Officer or employee of the Centre with authority to act on his behalf
“booked period”	means the period or a period of days reserved for the hirer

1. The Hirer shall on demand pay such fee for the hire of the Premises as determined by the Council, and the Council reserves the right to vary the charges without written notice.
2. No refund of the hiring fee shall be made if the cancellation is due to a breach of this Agreement, nor in the event of any cancellation of the hiring by the Hirer, unless such cancellation is made in writing to the Manager, not less than **24** hours prior to the hiring. For events/festivals **4** weeks notice must be given. (Different cancellation provisions apply to block bookings, please see clause 19 below).
3. Invoices (including those for block bookings) will be sent in arrears at the end of each month, and are to be paid within 14 days of the invoice date, by credit/debit card, cash, or cheque (made payable to Blackpool Council).
4. The Hirer shall be responsible for any loss, injury (including but without prejudice to the generality of the foregoing words personal injury whether fatal or not), damage or accident to any person or property (including the property of the Council) by reason or in consequence of the hire of the Premises and the Hirer shall compensate for any such loss, injury, damage or accident at their expense and shall indemnify the Council, its officers and servants from and against the same and from all accidents, suits, claims, penalties, liabilities, costs, expenses and demands of every kind arising out of or incidental to the hire. Provided always that the Hirer shall not be responsible for any such loss, injury, damage or accident to any person arising from the negligence of the Council, its officers or servants. Without in any way limiting their liability, the Hirer shall produce to the Manager, prior to the date of hire, for inspection, a policy of insurance indemnifying themselves

and the Council against any of the abovementioned risks. Such policy shall provide cover of not less than £5,000,000 in respect of any one incident or series of incidents, unlimited during the period of insurance. By way of signing this document, the Hirer will also confirm that they will be solely responsible for any excess amounts for which they are liable under the terms of their insurance policies that are relevant to the Hire of the Premises and such payments will not be recoverable from the Council.

5. The Hirer will comply with all the requirements of the Manager in connection with the hire. With regards to Emergency Evacuation, please see the Emergency Evacuation Procedures as part of the Block Booking pack.
6. It is the responsibility of the Hirer that control and discipline of the group is maintained.
7. The Hirer agrees to pay the Council on demand, the cost of repairing or making good any loss or damage (fair wear and tear excepted) arising out of or incidental to the hiring.
8. The Hirer shall not sell or permit to be sold in the Centre any excisable or other intoxicating liquor (nor shall he sell or permit to be sold any light refreshments).
9. **The use of cameras, camcorders, picture messaging mobile phones and any other image recording device, by the public is strictly forbidden. Photographs for professional use and publication thereof must not be taken without the permission of the Council. Such permission may be subject to the Council obtaining the appropriate consents.**
10. The Hirer shall **not** grant broadcasting (sound or television) or film rights without the prior written consent of the Council. If such consent is to be granted, the Council reserves the right to take part in the negotiations, to be a party to the terms and conditions of any agreement reached, and to share in any income and publicity.
11. The right to use the Premises is not transferable.
12. Applications shall be in writing on the official application forms and shall not be deemed to have been accepted by the Council until they have been signed and returned to the Manager, and written confirmation has been sent back. A confirmed booking constitutes formal acceptance of these terms and conditions.
13. The right of entry to the Centre is reserved at all times to the Managing Director of Community and Environmental Services and any other authorised agent of the Council and any member of the emergency services.
14. The Hirer shall, at the expiration of the time specified in the hiring, vacate the Premises promptly, and leave the same in a clean and orderly condition.
15. No advertising matter whatsoever shall be displayed in the Centre, unless it has first been approved in all respects by the Manager. Such advertising matter, as is in fact approved, shall be erected by the Council at the Hirer's expense.
16. A collection is not permitted and programmes must not be sold in the Centre.
17. No sweepstakes, raffles or other form of lottery shall be promoted, conducted or held in the Centre

18. In the event of any failure to observe all or any of these conditions, the Council shall be at liberty to withdraw the use of the Premises. Furthermore, failure to carry out any necessary works to the satisfaction of the Managing Director of Community and Environmental Services or any of his nominees, shall entitle the Council to carry out or complete such works and to recover from the Hirer, any costs or expenses incurred thereby on demand.

19. Block Booking Provisions

19.1 Applications for Block Bookings shall be in writing on the official block booking application form or online. The completed forms must be addressed to the Booking Administrator, Blackpool Sports Centre, West Park Drive, Blackpool, Lancs, FY3 9HQ.

19.2 For payment terms see clause 3 above.

19.3 A Block Booking slot can vary in duration due to availability but must be adhered to.

19.4 Cancellation of the block booking or a session must be made in **writing** to the Booking Administrator not less than **7 days prior to hiring**. Please note that Requests for cancellation must be made by a duly authorised individual.

19.5 If a cancellation has been made outside of the timescale above the Council reserve the right to charge the hire fee or part thereof.

19.6 A change of name and address of account holder must be sent in writing to the Manager and a new block booking form signed.

20. If, for any cause or reason whatsoever, the Council shall decide (acting reasonably) that the Premises cannot be made available to the Hirer on any occasion(s), on which it has been hired by him/her, it shall be lawful for the Council to cancel the hiring for such occasion(s). In such case, the Council will refund the cost of hire to the Hirer. However, the Council will not be liable to the Hirer or to any other person for payment by way of compensation or damage.

21. The Premises may not be used for any purpose other than that for which it is specifically hired.

22. In the interests of hygiene and safety dogs are not permitted into the Centre, with the exception of guide dogs.

23. The Council shall not be held responsible or liable for any damage to, or loss of, any property brought placed or left at the Centre by the Hirer, his invitees or any other person.

24. The Council shall not be held liable to the Hirer for failure to perform its obligations under this Agreement to the extent that the Council is prevented from doing so by Insured Risks and other such perils, accident, strikes, lockouts of workmen, or other cause beyond the Council's control

25. The Council reserves the right without prior notice at any time to alter or amend the whole of these rules and conditions.

26. No smoking is permitted in sports venues or grounds.