



Hire Contract

Hall hire fee, Friday or Saturday Night.... £150 (19:00 – 23:30hrs) Kitchen facilities hire fee + £25
Hall hire fee, Sunday £50(max 4hrs, up to 17:00hrs) BBQ facilities hire fee+ £50
Hall hire fee, 18th Birthday Party £250 (19:00 – 23:30hrs)
Other days/times may be available, please speak to us for availability & fee. Days/times not shown above will be dealt with on a one by one basis.

*** TOTAL HIRE AMOUNT MUST BE PAID IN FULL WHEN BOOKING. ***

Hall capacity is 150 persons, including children.

Non-members are required to join the club before any hire, -

Adult membership £15each (Jan–Dec)

Senior citizen membership £10each (Jan–Dec),

(function guests are not required to join to attend), you will also be required to purchase a Security Door Fob/Card £3.

Bookings on Friday/Saturday night & 18th Birthday bookings: providing all conditions of contract are followed & met during & after your function (subject to inspection & approval by Bar Manager/Committee), you may receive £50 of your £150/£250 back, which you may collect 7 days after your function & must be collected in person.

Please note: any 18th Birthday booking, I.D. will be asked for at the function, either on entry or at the bar & is subject to an I.D stamp/ wristband.

The Norbridge Social Club will not accept any under 18-year-old party bookings on either Friday or Saturday.

- Function & personal details along with any notes & agreed arrangements will be entered into the club diary for booked date. These will also form part of the contract.
- Any outside contractor you hire to attend your function, must be declared to The Norbridge Social club.
- Party poppers, crazy string, confetti, table sparkles/foiletti are not permitted under any circumstances.
- The use of sticky tape or drawing pins to secure decorations is not permitted.
- Under no circumstances must chairs or tables or any other object be placed in front of emergency exits or fire extinguishers, these are to be kept clear at all times. If in doubt, ask a member of staff.
- No beverages alcoholic or not are to be consumed within the club building or grounds, unless purchased from the bar, or unless previously permitted by the Bar Manager/Committee. Any such agreed beverages may be subject to a corkage charge.
- Guests at your function are only permitted in the main hall, foyer toilets & smoking area (located via rear door in foyer). The lounge & main bar are strictly for Norbridge Social Club members only.
- The hall must be left clean & tidy after you function, floor swept, all rubbish bagged & removed, decorations removed & all tables wiped down.
- There must be no damage to The Norbridge building, grounds, or any Norbridge Club property, including glassware.
- The kitchen/BBQ (if hired) must be left clean & tidy. All utensils, crockery, cutlery etc. must be cleaned & put away. Work surfaces, sinks, draining boards, ovens, fridges etc. must be cleaned down. All floors must be clean & swept. All rubbish must be bagged & removed. Arrangements must be made to return to the club, to clear away BBQ coals etc. (if used).
- Any function attendee showing/using any behavior/language deemed abusive or aggressive by Bar Manager, Staff or Committee, will be asked to leave the premises & may also result in your function being shut down & police being called.
- No person who has been suspended/excluded/barred from The Norbridge Social Club, will be permitted on to the premises or grounds of the club as a private guest, without the express permission of the committee.

IT IS ILLEGAL FOR ANYONE UNDER 18YEARS OF AGE TO PURCHASE/CONSUME ALCOHOL. ANYONE UNDER THIS AGE FOUND TRYING TO PURCHASE OR FOUND DRINKING ALCOHOL ON THE PREMISES BUILDING OR GROUNDS WILL BE ASKED TO LEAVE IMMEDIATELY & MAY RESULT IN YOUR FUNCTION BEING SHUT DOWN & POLICE BEING CALLED. THIS ALSO APPLIES TO ANYONE FOUND PURCHASING OR SUPPLYING ALCOHOL FOR ANY UNDER AGE PERSON.

Should you wish to cancel your booking. You must do so in writing no less than 8 weeks prior to the function date. Your booking monies will then be refunded to you, minus a £50 cancellation fee (£20 cancellation fee for a Sunday booking). Any monies to be refunded must be collected in person.

Failure to notify us of any cancellation within the time stated, will result in your money not being refunded.

Whilst some of the conditions may seem harsh, they are in place to safeguard the safety, standards & every day running of The Norbridge Social Club.



Function Date		Reason for Function	
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Name:

Contact Number:

Address:

I have read, understood & agree to adhere to all of the above terms & conditions

..... (signature of person booking)

Signature on behalf of The Norbridge Social Club:

We look forward to welcoming you & your guests, Thank you for choosing The Norbridge Social Club.

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***** For Office Use Only *****

Hall hire fee:			
Kitchen hire fee:		BBQ hire fee:	
Corkage fee:		Agreed number of bottles for corkage:	

Membership Checked & paid:	
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Any Other Notes:



HIRE CONTRACT – CUSTOMER COPY

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*** TOTAL HIRE AMOUNT MUST BE PAID IN FULL WHEN BOOKING. ***

Saturday night hire is normally 19:00 – 23:30hrs, any extension of time will need permission (subject to licensing & club rules) granted by bar manager at time of booking & will require an extra fee of £25.

Hall capacity is 150 persons, including children.

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