

Centenary Hall Terms of Hire

- xiii) In the event of any emergency incident once appropriate action has been taken to ensure the groups safety the warden on site must be informed of the occurrence.
- xiv) Leaders are responsible for ensuring that prior to departure all accommodation, public areas and or camping grounds used are cleaned and returned to the state found upon arrival.
- xv) When campers are on site, residential groups must not disturb them between 11.00pm and 8.00 am. In the case of sole occupancy of the site there is to be no outdoor activities or music after 11.30pm unless discussed with the warden.
- xvi) **Saturday to Saturday Bookings,**

Residential accommodation will not be available until **3pm** and must be vacated by **10am** on the day of departure.

Campers must only pitch in areas designated by the warden on site.

Camp Kitchen and Grounds will not be available until **1pm** and must be vacated by **12pm** on the day of departure.

Monday to Friday Bookings

Residential accommodation will not be available until **9am** and must be vacated by **1pm** on the day of departure

Friday to Sunday Bookings

Residential accommodation will not be available until **5pm** and must be vacated by **5pm** on the day of departure

Any adjustment to these timings must be agreed prior to arriving with the on site warden.

- xvii) All Groups must abide by the specific rules each area of the site has, whether Centenary Hall, Stedfast Lodge, The Camp Site, The Sports Barn, The Adventure Playground or other Public Areas. These rules are posted in their particular areas and are available by request to all enquirers.
- xviii) All groups must respect the authority of the Site Warden and allow them in a manner concurrent with the wishes of the Centres' Trustees and Management Committee to resolve any disorderly conduct or breaches of the Terms of Hire that arise on the site.



The Boys' Brigade North West Training & Activity Centre

CENTENARY HALL

AT TREALES, NEAR KIRKHAM

Booking Form and Terms of Hire



The Boys' Brigade North West District Training and Activity Centre
Carr Lane, Treales, Kirkham, Preston, PR4 3SS

Telephone: [01772 685000](tel:01772685000)

Email: training-centre@bb-northwest.org.uk

Website : www.bb-northwest.org.uk

General Data Protection (GDPR)
Details of our Privacy Policy can be viewed by our website

Centenary Hall

Name of Group.....
Proposed Date of Hire From...../...../..... Am/Pm To...../...../..... Am/Pm
Group Numbers (Minimum 20).....

We fully accept the terms of hire of The Boys' Brigade North West Training and Activity Centre at Carr, Lane, Treales PR4 3SS and wish to make the following booking for the period shown above.

Please use block capitals

Group Leader/ Booking Contact.....
Address.....
.....
.....**Post Code**.....
Email Address.....
Home Telephone Number.....
Mobile Telephone Number.....

We enclose an initial deposit of **£100** (Please refer to the tariff sheet included with this form for required instalments). Cheques to be made payable to **The BBNW Training and Conference Centre**. I will pay the outstanding balance on the account on arrival at the centre. I accept this deposit and any further deposit instalments I make are non refundable.

We acknowledge that a provisional booking will be held for a period of 21 days after which the dates will be released to other enquirers.

Signature of Group Leader/ Booking Contact.....
Date...../...../.....

(Please Fill in this form in capital letters and separate from the Terms and Conditions and return to the centre at the below details by post or email)

The Boys' Brigade North West District Training and Activity Centre
Carr Lane, Treales, Kirkham, Preston, PR4 3SS

Telephone: [01772 685000](tel:01772685000)
Email: training-centre@bb-northwest.org.uk

Centenary Hall Terms of Hire

- i) Written Confirmation of all bookings must be made within 3 weeks of the initial enquiry with a completed booking form together with the appropriate deposit (Refer to Information Brochure). **All deposit instalments are non refundable.**
Any Cancellation of a confirmed booking will involve the loss of any non refundable deposits made in relation to said booking.
If a cancellation occurs within two months of the booking commencement date a fee of 50% of the expected booking total will still be required to be paid.
- ii) **Final Payment will be required no later than two weeks prior to the booking commencement date** and if cancellation of the booking occurs within the Final Two Week period the final payment will still be required in full.
- iii) The person in charge of the group will be held responsible for the safety, well being, behaviour and property of the group. The centre takes no responsibility for any damage incurred to any property a group brings to the site whether accidental or deliberate.
- iv) The group must be supervised by leaders when using the Sports Hall, the Adventure Playground and the Tunnel System. 16 year olds and younger must not be left unattended whilst on the site.
- x) **ANY PERSON FOUND TRESPASSING ON THE ADJACENT RAILWAY PROPERTY WILL BE SENT OFF THE SITE IMMEDIATELY.**
- vi) All buildings and grounds to be kept clean and tidy at all times. Any damages or breakages must be reported to the warden on site. The group or individuals may be called upon to reimburse the centre the cost of repair or replacement.
- vii) No Alcohol or Drugs are allowed on Site unless prescribed. Smoking and Vaping is only permitted in the smoking area designated on site.
- viii) All ball games to be played on the sports field and in the sports hall only. Not near the residential accommodation.
- ix) All leaders must be aware of all Fire Exits, Fire Fighting Equipment and Fire Warning Points. They must ensure their group is aware of the correct procedure in the case of a fire and where the assembly point for their group is.
- x) It is the responsibility of the group leader to ensure that adequate first aid facilities are provided for their group. Information for local GP Surgeries, Hospitals, Dentists can be found in the Information Brochure.
- xi) All residential groups must be able to produce a current Residential qualification as well as Group consent forms on request by the Site Warden
- xii) All Camping groups must be able to produce a current Camping qualification as well as Group Consent Forms on request by the Site Warden.

Please Turn Over