

# **FOOTBALL BOOKING CONTRACT 2007/2008**

## **CONDITIONS OF HIRE OF THE COURT LODGE PLAYING FIELDS AND THE INNES PAVILION CHANGING ROOMS**

### **1 Team Representative**

Prior to the start of the football season, each team shall submit to the Town Clerk, the names and full contact details of the official Team Representative and his or her official Substitute.

The Team Representative shall be responsible for liaison with Town Council staff on all football matters. The Team Representative of a Home Team shall also be responsible for the passing of all information relating to fixtures, cancellations, postponements etc, to Home and Away Team members and officials. The Team Representative shall also be responsible for ensuring that this Condition, and Conditions 2 to 8 below, are fully observed.

The Town Council's agreement to use its football pitches shall not be given until a copy of this document, signed by the Team Representative **and his or her Substitute**, has been received by the Town Clerk.

### **2 Cancellations & Postponements**

Decision to cancel, or postpone matches due to bad weather or ground conditions shall be made at 1.00 p.m. on Friday for Saturday/Sunday fixtures and at 1.00 p.m. on Tuesday for Wednesday fixtures by the Town Clerk or a member of his staff. That decision, which will be final, shall be communicated as laid down in Condition 1 above, by the Home Team Representative.

If a team has to cancel a match, it is important to contact the Council Office on the Friday before a weekend match or Tuesday for a Wednesday match otherwise a charge will be made.

The nominated referee shall retain the discretion to cancel a match at any time in the interests of safety.

Team Representatives shall be responsible for the erection of the nets provided and for their safe return to the stored area. Representatives should provide corner flags, net pegs and a ball retriever for their team's use.

### **3 Pitch Allocations**

Pitches shall be allocated on a rotational basis at the discretion of the groundsman, in consultation with the Town Clerk.

### **4 Security of Property and Personal Effects**

Hasps are fitted to the doors of all changing rooms. In order to safeguard Town Council and team property, and personal effects, Team Representatives are very strongly advised to provide padlocks. These should be removed prior to departure.

**5 Cleanliness & Hygiene**

***The washing/rinsing of football boots, footballs, clothing or any other equipment in sinks or showers is strictly prohibited.*** Muddy football boots should also be removed before entering the pavilion after matches.

Changing rooms, toilets, showers, hand basins, patios and passageways shall be left in a clean and tidy condition after all matches. A charge, based on the hourly rate of restoring the premises to a reasonable state of cleanliness and hygiene, shall be levied against the Home Team responsible for breach of this condition. ***Under no circumstances should plastic bottles, orange peel or any other rubbish be left on or by the pitches.***

**6 Player and Public Safety**

Glasses, bottles or other potentially dangerous objects shall on no account be taken onto the playing fields or into the changing rooms.

**7 Disputes**

In all matters of dispute, the Clerk is deemed to be acting with the full backing of the Town Council and his decision shall be final.

**8 Non-Compliance**

Persistent failure to comply with these conditions and **failure to sign a copy of these conditions** shall result in the withdrawal of the Town Council's consent to use the Court Lodge Playing Fields and the Innes Pavilion facilities.

**9 Indemnity**

Horley Town Council reserves the right to cancel/refuse further bookings should the hirer fail to comply with the above conditions or any other reasonable instructions given by a Council representative

Horley Town Council shall accept no responsibility for claims arising from the loss of, or damage to, team property or players' clothing and effects which are left in changing rooms or anywhere on Court Lodge Fields.

**I/We agree to comply with the above Conditions Of Hire**

**Name:** \_\_\_\_\_  
**Team Representative**

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
**Team Representative's Substitute**

**Signature:** \_\_\_\_\_

**of** \_\_\_\_\_ **Football Club**

**Date:** \_\_\_\_\_

**PLEASE RETURN ONE COPY AND RETAIN ONE COPY FOR YOUR RECORD**