



Meadows Memorial Hall
& Community Association Inc

Terms & Conditions for Hire of Meadows Memorial Hall (MMH)

1. All breakages and damage must be reported to the Hall Manager, in writing to admin@meadowsmemorialhall.com.au, within 24 hours of incident. The person or group hiring the hall will be held responsible for all costs resulting from any damage caused to the hall and its grounds during your function or event.
2. No alcohol is to be consumed on the premises, unless a copy of any applicable liquor license is provided to the Hall Manager before your event, and consent has been granted. It is the responsibility of the hirer to check and apply for any license required.
3. If alcohol is being consumed, it is strongly recommended that a Party Safe Notification is lodged with SA Police. The Hall Manager and/or Meadows Memorial Hall & Community Association Committee (MMH&CA) reserve the right to ask for a copy of this notification for certain events.
4. Please avoid attaching anything to the walls or woodwork using adhesives such as sticky tape. Blu-Tac may be used sparingly where necessary.
5. Any community group, business or group that hirers the hall **more than 10 times per calendar year** will need to have their own public liability insurance with a minimum of \$10 million cover.
6. The MMH must be returned to its original condition by, washing toilets, emptying bins, sweeping all floors and all rubbish is to be taken with you. If the kitchen has been hired, all crockery/cutlery/equipment must be cleaned, dried, and put away (dishwasher may be used).
7. The time limit for a night function is 2.00am. After this time, the hall is to be vacated and locked with all displays and decorations removed.
8. All used furniture must be returned to where you found them.
9. If you would like a cleaner to attend after your event (if available), this must be requested on your application form.
10. Permission to clean up the day after your event (if available) must be requested on your application form.
11. All fees, including bond, must be paid in advance to confirm the booking. The bond will be refunded within 14 days after your event pending final approval from the Hall Manager.
12. Not following the above conditions may result in some or all the bond being withheld, at the discretion of the Hall Manager and/or MMH&CA.