

## EAST AYRSHIRE LEISURE TRUST

**Conditions of Hire - Dryside 2025**

These Terms & Conditions must be signed and dated before a booking is accepted.

1. All applications for let must be in writing on the combined booking form and issued to the facility.
2. PAYG bookings must pay prior to use of the Sports Venues.
3. A minimum of 48 hours' notice of cancellation must be given for all PAYG bookings, or else, the appropriate charge will be levied. Anyone cancelling a session or sessions that are block booked will be liable for all associated charges regardless of whether they are fully utilised.
4. Block bookings consist of 1 or more sessions and will be invoiced to the organisation at the start of each month via email provided.
5. Hirers must ensure sufficient set up / down time for the session is booked.
6. Block bookings can be made by an umbrella organisation. These sessions can then be utilised by any teams registered to them. The following conditions are also attached; all teams within the umbrella organisation must be registered to the sports council to receive this discount. If a 16yrs+ team is utilising the same area as an under 18's team it will be charged at an adult rate.
7. Under no circumstances will an organisation / person be allowed to sub-let the booking(s) that has been agreed and if found to be doing so the team / individual will forfeit the remainder of their block of sessions and be liable for the full cost of the allocated sessions.
8. Teams / Individuals who book on a PAYG will be offered the same slot for the following week where possible. Should they fail to confirm they require this slot by the end of their session it will be available to the first enquirer thereafter. Booking slots will not be held for teams / individuals who fail to comply with this instruction.
9. For block bookings it is the team's responsibility to renew their session for the next round of bookings they require. To ensure they are allocated the same slots they previously had it is essential they submit a booking form prior to the end of the series of bookings that has been allocated to them. Failure to comply with this requirement may result in the booking going to another organisation / person. Under no circumstances will bookings be held on the assumption that anyone intends to re-book the same slots.
10. Teams / Individuals should not handle sport venue equipment under any circumstances. If you require equipment to be set up or folded away please ask a member of the leisure staff to do this for you.
11. Should a Hirers wish to use their own equipment for sessions they must gain authorisation from the Trust. Any injury caused to the client or customer of the client through unsafe use shall render the lessee liable for any related legal actions.
12. Please note that suitable footwear must be worn i.e. trainers. The costs of rectifying avoidable damage may be re-charged to the organisation / individual responsible for such.
13. Inappropriate language will not be tolerated. Clubs/Individuals may lose the right to book the facility should this occur.
14. Violence and aggression towards East Ayrshire Leisure staff will not be tolerated. Any person abusing an East Ayrshire Leisure employee either verbally or physically, may be subject to legal action and/or a restriction in service provision.
15. Organisation / individuals are responsible for removing their own rubbish and failure to do so may result in the loss of the associated booking or additional costs being incurred.
16. Alcohol, smoking and illegal substances are not permitted within venues. It is the responsibility of the hirer to enforce this condition. Staff will contact the police if they deem it necessary.
17. Cars should be parked in the car parking spaces provided (but at the sole risk of the vehicle owner). Customers parking in residential parking or service roads will be asked to move.
18. East Ayrshire Leisure has the right to cancel any booking due to inclement weather. In such circumstances as

much notice as possible will be given to customers. If this was to happen any session that is part of a block booking invoices will be updated accordingly and reissued.

19. It is the responsibility of the hirer to contact participants in the event of the session being cancelled.
20. In the case of an emergency affecting the premises, the hirer shall be bound to comply with the instructions of the venue staff and/or the emergency services. Fire warden and registers are the responsibility of the lessee for the group using the area

**Declaration**

**Failure to adhere to the Conditions of Hire and Terms & Conditions may result in bookings being suspended or withdrawn.**

**I have read and understood the conditions of let and will ensure myself and anyone associated with our let will abide to these conditions.**

**Name (print)**

**Club**

**Age Group**

**Signature**

**Date**