

## CROMARTY CINEMA TERMS AND CONDITIONS OF HIRE

1. Only 'Friends of the Cromarty and Resolis Film Society' or constituted organisations/businesses may hire the cinema.
2. A booking cannot be guaranteed until the CRFS has confirmed availability (of venue, projectionist and any additional cleaning).
3. As part of the Hire agreement of the cinema, the Society will provide a **volunteer projectionist**, unless the Hirer provides a Cromarty and Resolis Film Society volunteer approved as a projectionist.
4. The Hirer will take responsibility for handling all health and safety issues including managing any social distancing required. Masks must be worn while entering and leaving the cinema but can be removed once seated.
5. In the event of an emergency, following individuals can be contacted:

Technical Issue (e.g. power cut):	Ingrid Gunn	01381 600 417 07770 812794
	Dave Newman	01381 600393 07577 421552
First Aid	Ingrid Gunn	01381 600417
General	Susan Christie	01381 600837 07841 591 873

PLEASE NOTE – mobile signal variable in Cromarty hence landlines generally best first option.

6. The maximum numbers in any part of the building is currently **18 people** excluding projectionist, in line with C-19 guidelines.
7. Social distancing rules apply, requiring people not in the same household to maintain 2 metres apart.
8. Premises will be empty for 72 hrs *prior to hire* and cleaned in accordance with current C-19 guidelines.
9. The minimum hire for any event is **three hours**.
10. Individuals will be charged £20 plus VAT (current rate of 20%) per hour.
11. Organisations will be charged £40 plus VAT (current rate of 20%) per hour.
12. Payment, including a security deposit of £100, is due *in advance* of the hire.
13. The security deposit will be returned within 48 hours of the conclusion of the hire period, provided that the premises were left in an acceptable condition.
14. Hot food is **not allowed** to be brought in or consumed on the premises.
15. All rubbish must be removed from the premises.
16. An additional charge may be raised if the premises are not left in a satisfactory state.
17. The Hirer shall be responsible for any damage to the premises or the fittings and fixtures and shall be required to make good that damage.
18. The Trustees of the Cromarty and Resolis Film Society shall not, under any circumstances, be responsible for any damage, injury to, or loss of goods or property.
19. Hirers shall be bound and relieve the Trustees of the Cromarty and Resolis Film Society of any claims made by any person for damage or injury caused during or in connection with the occupation of the premises.
20. The entire building is non-smoking.
21. All doors in the building are Fire doors and must be kept closed.
22. Candles are not permitted in any part of the building, nor indoor fireworks or sparklers.
23. Hirer is required to be aware of all fire exits, fire equipment, and emergency contact numbers *in advance* of screening event.
24. All electrical items more than a year old must have been PAT tested. Items include laptops, iPads, notebooks, PA equipment.

REVISED ON 5 AUGUST 2020