

Dunorlan Park Pond Dipping Booking Form



DUNORLAN POND DIPPING BOOKING FORM

Name of School/
Organisation

I (Party Leader)
Address and email

Tel No;

Second contact details
Name, email &
telephone

Wish to book a Pond
Dipping session on
(Date)

At (time)

Approximate number of participants;

Adults

Children

Signed.....Print.....

Date.....

P.T.O

CONDITIONS OF HIRE

1. BOOKING A POND DIPPING SESSION

- a. All booking forms for Pond Dipping sessions, should be sent to; Parks Team, North Farm Depot, North Farm Lane, Tunbridge Wells, Kent TN2 3EE. A booking form must be completed and returned to the Parks Team before confirmation can be issued.
- b. Two sessions are run each day, one in the morning and one in the afternoon.

2. DUNORLAN PARK CONTACT

For further information on the session once the booking has been confirmed, please contact Cliff Kane, Head Groundsman at Dunorlan Park on 07920 507196. If Cliff is not available, please contact the Parks Team on 01892 554031.

3. CANCELLATION OF BOOKING

- a. Should you find it necessary to cancel your booking, please do so via email to parks@tunbridgewells.gov.uk or by contacting the Parks Team on 01892 554031 within at least 24 hours of your booking. This will allow for your slot to be offered to another organisation/school.
- b. Cancellation by TWBC; TWBC reserves the right to close or prohibit the use of any facilities at its discretion, but TWBC will not be liable for any expenditure incurred or loss sustained directly or indirectly by the hirer, arising from the cancellation.

4. RISK ASSESSMENT/INSURANCE/INDEMNITY

All hirers must carry out their own risk assessments and have their own insurance. The use of the facilities or any parts thereof is entirely at the risk of the hirer and TWBC accepts no responsibility for any loss, claims, actions, demands, proceedings or costs arising out of any claims made by the hirer or against the hirer by a third party. The hirer shall indemnify TWBC against any such claims, actions, demands, proceedings or costs which may be brought against TWBC arising out of or incidental to the hire of the facilities and equipment.

5. STRUCTURAL ALTERATIONS

The hirer shall not carry out any alterations to the facilities, nor shall they fix or make fixings for any apparatus, equipment or decoration without the prior permission from TWBC.

6. DAMAGE

The hirer agrees to pay to TWBC on demand the cost of repairing or making good any loss or damage to any apparatus, equipment or decoration (fair wear and tear exempt) arising out of or incidental to the hiring.

7. SUPERVISION

The hirer is to be responsible for:

- a. The administration, organisation and hiring. Special arrangements can be made with the management where help is required.
- b. All children being closely supervised at all times. The maximum group size is 12 children (this does not include supervising adults).
- c. Leaving the kit in a clean, tidy and complete condition at the end of the session.

8. TRANSFERABLE

The right to use the facilities or the equipment is not transferable.

9. BROADCASTING

No hirer shall grant newspaper, sound or television broadcasting or filming rights without prior written consent of TWBC. If such consent is given TWBC reserves the right to be party to any negotiations and to the terms and conditions of any agreement reached and to share any income and publicity derived there from.

I have read the above conditions and agree to comply.

Signed:

Print Name:

Date:

Office Held:

School/Organisation Name: