

Gazebo Hire Policy **Terms & Conditions Of Hire**

1. At the start of the events season the Operations Assistant will undertake an inventory on behalf of Watchet Town Council. The detailed inventory will include photographs of the condition of the tents together with identifiable pole markings to differentiate between the different styles of tent for hire.
2. All bookings for the tents are to be taken by the Town Council via the Council Office,
3. (a booking form is attached to this document)
4. A booking form should be completed and returned to the Town Council Office, together with a refundable deposit of £50.00 per tent
5. Tents are only to be used for events on the Esplanade and for a limited number of other local events that are held in Watchet subject to approval by the Town Council.
6. Any organisations/persons requesting hire of the tents must produce a valid insurance certificate or evidence that they are a constituted organisation.
7. The tents are to be erected by trained persons only.
8. The Town Council will inspect the condition of the tents after every event to ensure that they are returned in good condition. The deposit can then be refunded.
9. If there is any damage to the tents, the Town Council will advise the user. The organisation will be charged for any repair work needed to the tents, subject to negotiation.
10. Information on the hire costs is included on the “Notes” section of the booking form.
11. Watchet Town Council reserves the right to refuse hire to any persons if they have a valid reason to do so.
12. Watchet Town Council reserves the right to withdraw permission to use the tents subject to adverse weather conditions.
13. The Watchet Town Council’s decision is final.