

Rangitikei District Council

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MARTON MEMORIAL HALL – CONDITIONS OF USE

Council does not provide or guarantee tables, chairs, cutlery or crockery. Such items already at the hall may be used but the hirer is responsible for checking what is available and supplying any extra items sufficient for their needs.

The tenant will be liable for any damage done to the building, fixtures, fittings and crockery through an act either of the tenant or of any person attending the function for which the hall is booked.

All flowers and other decorations or material brought into the hall are to be removed at the conclusion of the function.

The tenant shall be responsible for leaving those areas of the hall which have been used in a clean and tidy condition. Crockery is to be washed up, dried and placed in the cupboards and the benches are to be cleaned. Kitchen floor is to be mopped (mop and bucket provided). In the event that the caretaker is involved in additional work through the failure of the tenant to clean up properly, then the tenant is liable for all costs incurred. The clean up must be completed by 9.00 am on the morning following the function.

For fire safety purposes, the tenant is required to keep the side access way clear of parked vehicles during the function. The access may be used by caterers, etc for the loading and unloading of vehicles but on no account are vehicles to be left unattended.

The maximum occupancy of the Marton Memorial Hall is 614 people. The Main Hall has a maximum occupancy of 385 people. However if the doors between the Main Hall and the kitchen/support area are open, then this number is 500 people. The maximum number of people on the upper floor is 114 people. Where numbers will exceed 385 people, the tenant will need to contact Council at the time of booking to confirm the arrangements to accommodate the extra people.

The emergency lighting system comes on automatically.

If the Council becomes aware that the tenant is in breach of any of the terms of this contract, it shall be empowered, through its agents or employees, to cancel the tenancy and evict the tenant.

No chairs or furniture should be stored in front of fire exits.

Please note that smoking is prohibited in all areas of the Marton Memorial Hall.



NO SMOKING

**IT IS AGAINST THE
LAW TO SMOKE IN
THESE PREMISES**