

# PawPrint Pavilion

## Venue Booking Form



**Jerry Green**  
DOG RESCUE

We are delighted that you are considering Jerry Green Dog Rescue's PawPrint Pavilion for your event.

To contact us to discuss your event, check availability, request a quote or arrange a booking, please complete the form below and email to [PawPrintPavilion@jerrygreendogs.org.uk](mailto:PawPrintPavilion@jerrygreendogs.org.uk) or telephone the South Lincolnshire Centre on 01205 260546.

Please note that bookings are not confirmed until we have received a completed booking form and the agreed deposit. All bookings are subject to our terms and conditions which we recommend you read carefully.

About You			
Organisation/business name			
Your Address		Invoicing address (if different)	
Post Code		Post Code	
Contact name			
Email address			
Telephone			
About your event			
Event name			
Date		No.of attendees	
Arrival time		Start time	
Finish time		Departure time	
Special requirements:			
Room hire rate		Hourly <input type="checkbox"/> Half Day <input type="checkbox"/> Full Day <input type="checkbox"/>	

# PawPrint Pavilion

## Conditions of Hire



**Jerry Green**  
DOG RESCUE

Please read these terms and conditions carefully and sign and return upon confirming your booking by email to [PawPrintPavilion@jerrygreendogs.org.uk](mailto:PawPrintPavilion@jerrygreendogs.org.uk)

1. First-time hirers may be required to furnish names and addresses of two referees. Jerry Green Dog Rescue reserves the right to approach those named before confirmation of the booking is made.
2. The hirer shall be responsible for paying all charges arising from the booking, including any cancellation fees.
3. Cancellation fees shall be paid within 14 days of the date of invoice on the following scales:

Less than 7 days' notice	25%
Less than 48 hours' notice	50%
Less than 24 hours' notice	100%

All cancellations must be made in writing. Once we have received your written cancellation it will be acknowledged by return. If you do not receive written acknowledgement of your cancellation please contact us again.

4. The charge for the hire of the room(s) will be fixed from the time you receive written confirmation of the booking.
5. Jerry Green Dog Rescue shall not be responsible for any loss or damage to any property arising out of holding a function or any injury which may be incurred by or be done or happen to any person during the holding of a function arising from any causes whatsoever, or for any loss due to breakdown of machinery including technology i.e. Internet access, failure or supply of electricity or telephone, leakage of water, fire, riot restriction or act of God which may cause the PawPrint Pavilion to be temporarily closed or the function interrupted.
6. Use of Jerry Green Dog Rescue wireless Internet - All users of Jerry Green Dog Rescue's wireless Internet are governed by UK legislation, this includes the Computer Misuse Act 1990. Details of any users found to contravene this legislation will be forwarded to the authorities.
7. The hirer shall be responsible for any loss or damage arising from their participants misuse of Jerry Green Dog Rescue's wireless internet.

8. The hirer shall be responsible for insuring all equipment brought on to the premises and for any damage caused to Jerry Green Dog Rescue property by any person, equipment or exhibits brought on to the premises by the hirer.
9. The hirer shall pay all charges within 14 days of the date of the invoice. Should the hirer fail to pay any invoices within this period we shall have the right to cancel any other contractual agreements with the hirer without prior notice.
10. Jerry Green Dog Rescue reserves the right to cancel confirmed bookings if the subject contravenes our core principles, aims and objectives.
11. It is strongly recommended that the hirer has adequate public liability insurance.
12. The hirer must notify Jerry Green Dog Rescue before confirmation of booking if any young person under the age of sixteen shall be attending the function. The hirer is responsible for undertaking all necessary risk assessments in relation to the function and any activities to be carried out by the young persons in their care.
13. Nothing in the agreement between Jerry Green Dog Rescue and the hirer confers any rights on third parties.
14. Jerry Green Dog Rescue reserves the right to refuse entry to persons if such persons cannot be safely accommodated in the rooms allocated or if such numbers would likely cause a breach of any regulations affecting Jerry Green Dog Rescue.
15. The hirer and all delegates must not under any circumstances venture out of the areas relating to the venue hire into any of the kennel areas.
16. Jerry Green Dog Rescue reserves the right to alter these conditions at any time without notice. The hirer agrees with Jerry Green Dog Rescue to observe and perform the provisions and stipulations contained or referred to in Jerry Green Dog Rescue 'Conditions of hire' for the time in force (an understanding of which the hirer acknowledges), together with any special conditions which may be imposed.

**Please sign to acknowledge that you have read and understood the conditions of hire.**

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

On behalf of the hiring organisation:

\_\_\_\_\_  
Date \_\_\_\_\_