

Ladies Mile Function Room – T&C's 2018

Max Capacity: 120 People

Hire Fee: £125 (Plus Damage deposit for £75) - £200 to be paid to confirm booking.

Damage Deposit: £75 to be returned at the end of the party or following down, if there is no damage to the Venue. ***We ask nothing is stuck to the paint work or Wallpaper.***

Cancellation Policy: In the event of cancellation, we would need no less than 2 months' notice for you to receive a full refund (£200). Any cancellation after this time, we will hold the deposit in the event of the venue not being re booked, if we do get another booking then your deposit will be returned in full.

Entrance Fee: The hall is for your private enjoyment; therefore NO entrance fee can be charged.

Food and Drink: Due to Health and Safety and Allergen Laws we now longer allow customers to bring their own food to the Hall. Here at The Mile we offer a fantastic range of buffets and will be happy to discuss any catering requirements you may have.

Under no circumstances may own alcohol be brought into the premises, anyone found doing so will be asked to leave.

Set Up / Decoration: We are happy to help you set up before the event or you are welcome to come in earlier to decorate but it will be dependent on if there are other bookings on the same day. Please give us plenty of notice so we can facilitate your needs as best possible.

Please ensure your guest do not bring in 'silly string' or foil confetti as both these products stain the flooring & furniture. Please discuss your decoration requirements with staff to ensure no damage is made.

Clear Up: We would be obliged if you could clear any decorations, food debris and rubbish at the end of your event.

Staffing: The Venue will provide fully trained Bar Staff for your event if required.

DJ: DJ's / DJ Equipment / Live Music can be sourced for your Event. Please discuss with us. If you provide your own, please check any requirements they have with us before confirming. ***Please instruct your DJ or entertainers to keep the bass at a reasonable level, as the hall is in a residential area.*** All live bans etc must finish at 11pm and DJ's at 12pm.

Equipment: All Band and Venue Equipment is used at your own risk. The Venue accepts no responsibility for external equipment lost or damaged at the Venue. We have a full sound and lighting setup available for use. Please discuss your requirements.

Under 18's: No Children under the age of 18 should be on the premises after 8pm. Unless it has been pre-arranged with the Management.

Licensing: We operate the Challenge 25 policy.

Fire Exits: Fire Exits are clearly shown. Please ask a member of staff if you are unsure.

Above all – Enjoy your Party!