

## **Lyneal Activity Centre: Guiding and Scouting Conditions of use:**

### **COST: £50 PER NIGHT (STANDARD CHARGE) PLUS £4 PER PERSON PER NIGHT.**

A non returnable deposit of £50 to be paid on booking with the final balance to be paid 21 days prior to the event.

A separate cheque for £50 is required to be sent for the security deposit. This will be returned after the premises have been checked for security, cleanliness, breakages, damage etc. and the security deposit check list has been confirmed by the caretaker and the next users of Lyneal.

Letting charges include lighting, heating, hot water, beds with base sheets and pillows, kitchen facilities including fridge and freezer, flush toilets and toilet tissue, showers, warm air hand driers, and facilities suitable for disabled people. A phone land line is available for emergency use.

### **CONDITIONS OF USE – PLEASE READ CAREFULLY AND KEEP THIS COPY.**

1. Provisional bookings may be made by telephone or email but must be confirmed by submission of the booking form within 10 days together with a non refundable deposit of £50 and SAE. The remainder of the fee should be paid 21 days before the event, together with the separate security deposit cheque of £50 (this will be returned in the SAE).
2. The users will be held responsible for the cost of making good any damage done to the premises including paintwork, furniture, or equipment.
3. Groups are asked to ensure each room plus toilets and showers are thoroughly cleaned before departure. Cleaning equipment is provided in the boiler room and cleaning materials are located in the cupboard under the sink, secured by a child lock. (If you would prefer to pay for cleaning after you leave please ensure you let the Booking Secretary know so this can be arranged)
4. Residential accommodation is for a maximum of 24 people.
5. No responsibility can be accepted by The Guide Association – Shropshire for injury, loss or damage to person or property while using the centre.
6. On leaving the premises please ensure that all windows (including bedroom velux windows) are locked from the inside and doors and gates are securely locked from the outside.
7. There are no hidden costs to you. Electricity, gas, and water are all metered to the Guide Association Shropshire, who pay the bills. Before you leave please check the gas cooker, and all water taps have been turned off and return the thermostat and radiators to the setting at which you found them.
8. In the event of bedding being soiled, please strip the bed and place dirty lined in the basket provided. Clean sheets are available to remake the bed for future users.
9. Letting charges will be reviewed annually by trustees.
10. All breakages and any damage must be reported to the Booking Secretary and logged on the Security Deposit Checklist.

#### **You will need to provide:**

First Aid Kit

Tea towels and hand towels (drying rack in the boiler room)

Bin liners/ refuse bags

Washing up liquid

All personal needs: food, bedding, etc.

Please contact our Booking Secretary for details of availability and enquiries.

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