

# **Fleet Lane 3G and Facilities**

## **Terms And Conditions**



West Riding County Football Association  
Fleet Lane  
Woodlesford  
West Yorkshire  
LS26 8NX



The facility shall not be considered reserved until the booking is endorsed and confirmed by the Stadium Facilities Officer, at which time it shall be considered a permit between the West Riding County FA (WRCFA hereafter) and the applicant, subject to all rules, regulations, laws, policies and procedures explained herein and within the policies and regulations of the WRCFA.

### Responsibility of Hirer

1. It is the Hirer's responsibility to leave changing rooms, toilets / showers and all equipment in a satisfactory state and to remove their own rubbish. Other than for accidental damage, The Hirer is responsible for any breakages or damage caused where this can be attributed to the hire.
2. It is the Hirer's responsibility to remove all goals from the pitch at the conclusion of their booking, unless where an adjacent booking requires them.
3. Anybody entering beyond the perimeter fence must wear appropriate footwear as set out in the User Guide. This includes players and anybody wishing to occupy the dugouts or technical areas. Anyone not in adherence to this will be asked to leave the pitch. Please see the User Guide for footwear guidelines.
4. Smoking is not permitted on any part of WRCFA premises, except for in clearly identified designated smoking areas.
5. For the benefit of all our visitors, we do not tolerate the use of abusive language whilst at the facility.



6. Pets are admitted to the facility if controlled by a lead and with responsible owners only. Any mess created by any pets must be cleaned up immediately by the owner.
7. All equipment provided will be maintained and regularly checked for defects by WRCFA. Any problems should be reported to the Stadium Facilities Officer or Staff Attendant immediately.
8. Any dispute relating to the hire of the facility will be referred to the senior management of the WRCFA.
9. It is the responsibility of The Hirer to ensure all users are in full understanding of these Terms and Conditions of hire and adhere to them.
10. The person identified as the main contact when making the booking will be held responsible for providing full and complete payment for the hire in accordance with invoice terms, the behaviour of their group and any damage caused by group members.
11. Users are expected to respect the facility and community. This includes vacating the facilities promptly and quietly, not causing any purposeful damage or defacing any of the facilities and surrounding area, not using foul language and disposing of any litter in the bins provided.

#### Disclosure / Qualification / Affiliation

12. No person under the age of 16 years is permitted to use the facility without adult supervision.
13. All adults either coaching or helping with junior and youth teams must hold a current, satisfactory CRB disclosure check and an appropriate level of qualification. By confirming any booking



involving junior and youth teams/players, you are confirming that all adults (coaching or helping) have both of these requirements. Adults who do not hold a current, satisfactory CRB disclosure must not take part in any sessions until the disclosure process has been satisfactorily completed. If you require assistance for your team in relation to disclosure or qualifications, please contact the WRCFA.

14. By confirming any booking you are confirming that, where required, all teams are affiliated with the WRCFA for the current season.

### Payment

15. Bookings are not guaranteed to be accepted on a first come first served basis. Each application is evaluated against our community usage policy. As a result all bookings are reviewed on an annual basis. WRCFA reserve the right not to accept any particular application for bookings.

16. All bookings must be paid for in accordance with the agreed payment terms. Failure to do so will mean that any bookings will be cancelled. Confirmed bookings are non-refundable if cancelled with less than 48 hours' notice unless agreed by WRCFA on a case by case basis.

### Cancellations

17. Confirmation of the cancellation of any one-off booking must be provided with 48 hours' notice, to allow WRCFA to attempt to find alternative users for the booking. Failure to do so may mean that the user will be liable for the full booking cost.



18. Should WRCFA deem that any user who has made repeat bookings ('block bookings') is continually abusing the block booking system in any way, WRCFA retain the right to cancel that block booking with a minimum of 7 days' notice.

19. WRCFA reserves the right to refuse admission, or to evict, any person from the facility.

20. Should WRCFA require any area of their facility that is normally used by a block booking for the purposes of a special event or similar, WRCFA will inform any block bookings affected with a minimum of 7 days' notice.

21. No cancellations will be accepted of any sessions forming part of a block booking. It is the responsibility of the block booking applicant to ensure that each weeks' activity is paid for irrespective of use or not.

22. Repeated failure to pay or appear for a block booking will result in termination of the entire block booking.

23. All customers failing to cancel a booking within the defined period, or failing to attend a pre-booked activity will be charged the full fee for the activity in question.

24. Refunds will only be given in exceptional circumstance and requests in writing must be addressed to Stadium Facilities Officer, West Riding County FA, Fleet Lane, Woodlesford, Leeds LS26 8NX.

25. Any block booking applicant wishing to terminate their entire block booking must forward their request in writing to the Stadium Facilities Officer no later than 28 days before the requested termination date. All outstanding fees must be discharged before the termination request will be accepted.



## Booking Time

26. Hirers must not enter the 3G facility before the booking time unless with permission of the Stadium Facilities Officer

27. Bookings finish one minute before the hour or half hour, for example 5.00pm to 5.59pm, to ensure there is a smooth and quick turnaround for users.

## Photographs

28. From time to time photographs may be taken of activities for promotional purposes. If you have any objections to your child / team being photographed, please inform us in writing.

29. It is the hirer's responsibility to ensure that any photographs or videos involving children are only taken and used with prior consent of the child's parent / guardian.

## Liability

30. WRCFA will not be held liable for any accident to person(s) or loss of property by any person or organisation during or in connection with bookings at any of the facilities at WRCFA. Anyone entering or using the facility does so at his or her own risk, and WRCFA accept no liability in respect of any loss, damage or injury, howsoever caused. It is the hirer's responsibility to undertake any risk assessment of their activities and provide to WRCFA. Any accidents that do occur should be immediately reported to the WRCFA Staff Attendant on duty and will be noted in the facility accident book.



## Supervision

31. If you organise a child's team (Under 18) please ensure parents or responsible adults accompany their children into the venue and are responsible for their safety before and after the booking.

32. The Hirer is responsible for all users of the facilities in relation to the hire, whether or not the Hirer is present during the Hire.

