



Showgrounds & Barn for Hire





Hiring The Showgrounds

Our Showground is located approximately ¾ mile East of Wolsingham along the A689. With a fantastic selection of pubs, restaurants and accommodation just down the road, the Wolsingham Showground is ideally placed for those seeking a great alternative venue for their celebration or event in the County Durham area.

Our Showground is no stranger to big events. Home to the annual Wolsingham Show, Scotch Isle Park is sufficiently large enough to accommodate the numerous stands, marquees and car parking that are a necessary part of staging such a large, successful event. We have 45 Acres of excellent flat grassland – whatever you can think of, we're pretty sure we can cater for it in our vast grounds set amidst the stunning backdrop of the River Wear in Weardale, an Area of Outstanding Natural Beauty.

Planning your event could not be easier, simply start by contacting us to arrange a viewing of our venue, a member of our team will be delighted to show you around and answer any questions you may have. **barninfo@wolsinghamshow.co.uk**

Every special occasion or event booked and held at the Showground is unique and we offer a friendly, flexible approach to ensure yours is perfect for your needs.

Popular dates are always snapped up quickly so please check our on-line diary at **www.wolsinghamshow.co.uk/hire-our-show-ground-and-barn** then drop us a line at **barnInfo@wolsinghamshow.co.uk** We are more than happy to hold a date for 14 days free of charge.

For costs please see the table at the bottom of the following page. Terms and conditions will apply to your booking. Please see pages 3 & 4 of this brochure for our full terms and conditions applicable as of January 2017.



Hiring The Showgrounds



	SIZE IN ACRES	TERRAIN	COST		SIZE IN ACRES	TERRAIN	COST
1	30	Flat grassland	From £600	5	8	Flat grassland	P.O.A.
2	4.7	Flat grassland	P.O.A.	6	2.4	Flat grassland	P.O.A.
3	5	Flat grassland	P.O.A.	7	3.4	Flat grassland	P.O.A.
4	6.9	Flat grassland	P.O.A.	8	1	Building/Car Park Electric & Water	From £300

For more information and costs: info@wolsinghamshow.co.uk

Hiring The Show Barn

Our venue opened in September 2014. The Show Barn is excellent for Weddings, Dinner Dances, Private Parties, Meetings, Exhibitions. and much more.

We have excellent onsite facilities including:

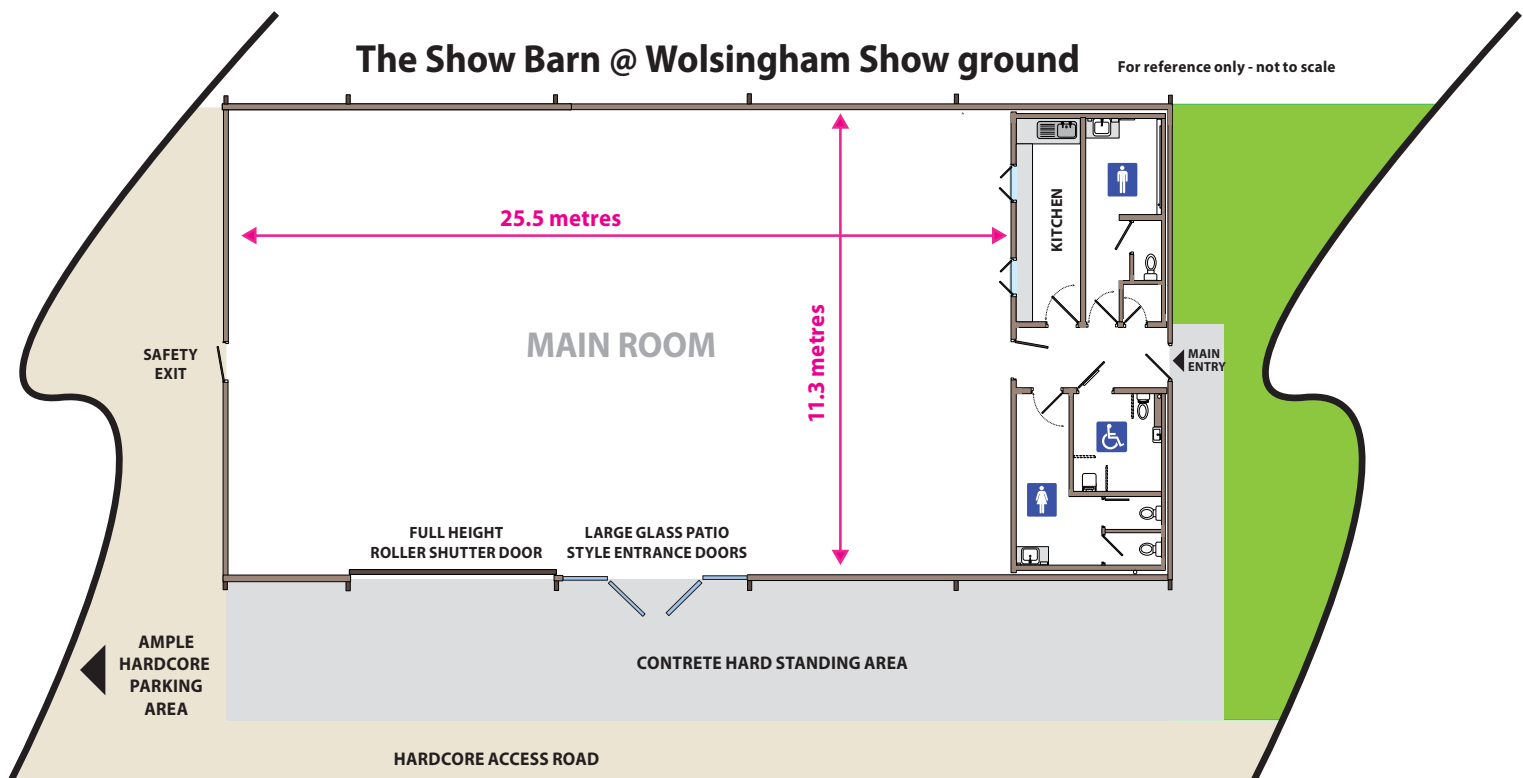
- Capacity for 150 Dinner Dance Style or 320 Standing.
- Disabled Access.
- Ample Free Parking.
- Onsite Camping Available.
- Use of outside grassed and hard-core area.
- Kitchen Facilities.
- Disabled toilet with baby change facility.
- Shower Unit
- Toilets

We can also help and advise with suppliers for catering, bar services, furniture, decoration & lighting. Please contact us to discuss your requirements.



Our venue provides a blank canvas which can be perfectly tailored to suit your needs with high a ceiling allowing for fantastic decorations and themes. Fabulous open air grounds, ample free parking and the flexibility to choose your own DJ or Caterer makes The Barn the perfect venue.

Check it out over Show Weekend as there'll be plenty of local artisan food & drink producers in there selling their wares.



Hiring The Show Barn

Costs:

Please see our competitive rates of hire below. On receipt of a booking form we will issue you with an invoice for the full amount of the booking. **Your booking will only be secure and confirmed on our receipt of your payment. There will also be a £100 security bond required with all bookings - returned after a satisfactory site inspection.**

Discounts maybe applied for regular bookings. Prices starting from (prices per day unless stated):

The Showgrounds	The Barn			Showgrounds & Barn		
We have up to 45 acres of prime land that is ideal for a multitude of activities. Please contact us to discuss your specific requirements.	Option A	Parties/ Functions	£300*	Option A	Showground & Barn	Negotiated with Committee.
	Option B	Weddings	Please contact us**			

*If you are booking for a charity or local community group please contact us to discuss rates.

**To discuss wedding price options please e.mail us:
barninfo@wolsinghamshow.co.uk



Terms and Conditions:

1. The Showground/Barn will be opened by a member of the staff, unless agreed otherwise.
2. The Showground/Barn is let on the understanding that any member of the show committee has the right of entry at any time to the area hired.
3. The times booked should be adhered to at all times or further charges will be applied.
4. Should the member of committee that opens the Showground/Barn, before the function or hire commences, be of the opinion that it is likely to prove of an objectionable and undesirable nature, they have the authority to cancel the booking, return the hire fees and not be liable to pay any compensation.
5. Regular hirers must pay monthly in advance. A non refundable deposit as stated is payable for all other bookings and the balance must be paid 2 weeks prior to the day of the function.
6. A security bond of £100 is payable at the time of booking and this will only be refundable on satisfied inspection of the area used after the event.
7. All rubbish must be taken offsite at the end of the event by the hirer. The Showground / Barn should be left 'how you found it' or a cleaning fee of £50 will be deducted from your security bond.
8. We are based on land used by sheep and cattle therefore we operate a **NO GLASS** policy for our bars/events to prevent injuries to livestock
9. Damage – The hirer will be responsible for the cost of repairing any damage caused, replacing furniture or fittings lost or damaged, or for a deep clean of the building in the event that unnecessary mess is caused. In event of this the security bond will be held back to cover these costs.
10. Conduct – The hirer will be responsible for the proper conduct of persons using the Showground/Barn. We have sound meters installed as part of our planning agreement and sound levels will be monitored and reduced if deemed necessary.
11. Loss of property – The Society does not accept responsibility or liability for any damage or loss of property of things that are placed and left upon the premises whilst the Showground/Barn is being hired.
12. Fire Risks – The hirer should make themselves familiar with the fire procedures for the Showground/Barn and inform society committee members at the time of booking of any factor which involves extra fire risks.
13. Indemnity – The hirer shall indemnify the Society against all claims, demands, actions or proceedings in respect of the default or injury caused by or to any person which shall occur whilst the person is in or upon society property or arise from an accident whilst at the premises, or in respect of any loss or damage suffered or sustained by any person.



Terms and Conditions:

14. The Barn main room, toilets, kitchen and shower room are the only area to be used by the hirer and accepts all other areas will be either locked or classed as out of bounds unless a request is made.

15. Gambling of any kind is strictly prohibited.

16. Groups – All groups working with young people should have their own insurance and staff checks e.g. DBS checks. The Society takes no responsibility for this and recommends if unsure you seek appropriate advice.

17. Emergency Access. The entrance ramp MUST be left clear at all times as this is the designated way in for all emergency services.

18. The hirer accepts these terms and conditions on the basis that he/she as named will be held fully responsibility during the hire period.

19. Access to the The Barn/keys. Regular hirers will be issued with keys. These keys can be retained by the hirer for the duration of their hire period providing that all hire fees are paid by the required time. The keys will only be issued on receipt of a £10 cash deposit and signature from the hirer. An additional set of keys will be made available on request but a charge of £10 cash for each spare set will be made for this service. Keys must be returned after the series of engagements is complete. If the hirer cannot collect the deposit for any reason, they must submit in writing details of the person nominated to collect the deposit, who again will be asked for ID. Loss of keys may result in the hirer being charged the full cost of lock and/or shutter key replacement.

20. Alcohol and temporary event notices. If you as the hirer are supplying alcohol at the event, planning on selling alcohol or hiring a bar that will be selling alcohol, you must produce a copy of the relevant licence (Temporary Event Notice). This will take up to 10 working days. You will not be issued with keys without evidence of a licence. A licence is required by law. Failure to provide a licence or not abiding by the conditions of the licence may result in prosecution of the hirer. More information is available at www.durham.gov.uk/licensing

21. Electrical equipment. All equipment including discos must have undergone Portable Electrical Appliance Testing (PAT). The Society will require sight of an up-to-date PAT test certificate. It is the hirer's responsibility to ensure all equipment has a valid certificate. If a valid certificate is not produced the council will not allow the equipment to be used in The Barn.

22. Gas cookers (portable or otherwise), candles/burners, tea lights or open fires of any nature are not permitted. Only equipment provided by the Society is permitted in The Barn. Use of naked flame is not permitted although small cake candles are acceptable.

23. Smoking. It is now illegal to smoke in confined spaces and consequently the Society operates a no smoking policy in and directly around The Barn. Failure to prevent smoking on the council's premises may result in a fine of £2,500.

24. Exiting The Barn

The hirer is responsible for the security of The Barn for the duration of their hire period. On leaving, the hirer must ensure that:

- a) All electrical equipment is switched off
- b) All taps are turned off
- d) Doors are securely shut/locked

25. Cancellations/changes to bookings. If due to an emergency or circumstances such as extreme weather, the Society will, if necessary, cancel your booking. In the event of your booking being cancelled, The Society shall not be liable to pay any compensation to you, the hirer or any other person due to the cancellation. The Society will, however, offer a free reschedule of the hire (room cost only) for another date.

The Society reserves the right to terminate the hire or cancel the booking if it finds or suspects that the hirer is using or is intending to use Scotch Isle Park for any activity other than that stated on their application. Multiple bookings may be submitted via the booking forms provided. Once a booking form is submitted and the bookings have been confirmed, any changes requested by the hirer will be subject to a fixed administration fee of £5.00 (per booking). The fee will be charged for every individual booking, date or time amendment requested by the hirer.

All bookings/amendments/cancellations must be made via email or in writing.

A normal hire charge will not be made for cancellations made with notice of 14 or more working days. Cancellations made with 13 or fewer working days will be charged the normal hire fee.

26. The Society is unable to take bookings from persons under the age of 21. The Society reserves the right to ask for identification and proof of address and if this is requested the hirer will need to provide either a current passport or photo driving licence. The use of false identification may result in legal action.

The hire period stated on the application form includes the setting up, preparation, cleaning and exiting the venue and grounds. Early entry and late exiting of the premises is not permitted and will be charged for.

Should the activity vary from that stated on the hire form or subsidy application, then the council reserves the right to allocate an additional charge. Should the hirer continue to use The Barn/ showground for any purpose other than that stated, the Society reserves the right to cancel hires. Additionally, the hirer should use only the venue specified on the hire application. Use of other areas not detailed on the hire application is not permitted and will result in a charge



Booking Form:

Return application to: Wolsingham Show Secretary, Fernleigh, 5 Front Street, Frosterley, Co.Durham, DL13 2QW

Areas required: The Barn Main Field Small Field

Date(s) required: Time from AM / PM To AM / PM

Specific requirements:.....

Number of people expected to attend? (PLEASE CHECK THE BARN CAPACITY LIMITS)

Name of Organisation? (if applicable)

Purpose of Hire?.....

Person arranging the hire & who will be responsible for the building/guests/arranging payment:
(Applicants must be 21 years of age or over and proof may be required - photo driving licence/passport)

Name Address

Tel. Home Mob..... Email

A Temporary Event Notice (TEN) must be applied for if using the premises in the following instances

- Performance of a play • boxing or Wrestling entertainment • Selling alcohol
- Exhibition of a film • Indoor sporting event • A club supplying alcohol

	Yes	No	
Do you wish to sell alcohol?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, a Temporary Event Notice is needed from Licensing.
Are you a club supplying alcohol?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, a Temporary Event Notice is needed from Licensing.
Will there be food at the event?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, please ask about food safety.
Are you selling tickets in advance?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, SIA door supervision required.
Are you holding a raffle outside of your immediate group?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, See Terms and Conditions.
Will any electrical equipment be used?	<input type="checkbox"/>	<input type="checkbox"/>	If YES, Sight of valid PAT certificate(s) required 2 weeks prior to event date.

1) Payment

- i) Payment for all facilities is in accordance with the published schedule of charges and must be made in advance of the hire date(s) as detailed in the confirmation/invoice which will be sent to you.
- ii) If your payment is not received by the date(s) as outlined, your hire agreement will automatically be cancelled without further reference and access to the site prohibited.
- iii) Please make cheques payable to Wolsingham Show.
- iv) Please note that there is a 1.5 % charge on credit cards (debit cards remain unaffected).

2) Additional Costs

- i) Any additional costs incurred by the Society for damage to the building/fixtures and fittings/cleaning etc. will be invoiced separately.

3. Cancellations/changes to hire

- i) Made by the hirer: Must be made to the Show Secretary in accordance with the regulations and conditions of hire and must be confirmed in writing by letter or email.
- ii) Made by the Society: If in any doubt regarding the availability of facilities owing to bad weather, power failure, fuel shortage or any other unforeseen circumstances then the Society hold the rights to cancel an event.

Declaration:

I hereby apply for the use of the Societies facilities at the venue and on the date(s) mentioned above. I acknowledge that the use of facilities is subject to the Societies conditions and regulations of hire for The Barn/Scotch Isle Park, a copy of which I have read and understood. I agree to accept and comply with the terms of the conditions and that the application and the declaration is a contract between Wolsingham Show and me.

Signed:

Date: