



# EDENBRIDGE TOWN VILLAGE HALL CHARITY

Charity No. 1076281

Station Road, Edenbridge, Kent TN8 5LX

## USE OF AN INDOOR INFLATABLE IN EDENBRIDGE TOWN VILLAGE HALL

Dear Hirer

We would like to advise you that it is your responsibility to confirm that the supplier of your inflatable has adequate and valid Public Liability insurance, and that the equipment has been tested. (Look for a 'PIPA' tag) Please kindly provide the Hall with evidence of the insurance in place.

Please make sure that the supplying Company explain to you the safety measures associated with the inflatable.

We only allow indoor equipment, which must be the correct size for the hall and must not block fire exits. (Hall Floor 40ft x 28ft – 155 Square Metres)

You must ensure that:

1. access and use of the equipment is controlled by an adult authorised by you at all times
2. soft matting is used to cover hard surfaces adjacent to the front or any open sides where there is risk of injury from falling from the inflatable
3. the supplier's safety recommendations are followed
4. children remove sharp articles like shoes, buckles or jewellery
5. a mix of large and small children at the same time is not allowed
6. use by adults and children at the same time is not allowed
7. you are aware of the correct number of individuals who can be on the inflatable at one time.
8. each anchor point is signed or otherwise marked to be made easily visible and wrapped to prevent trips.
9. no access is provided to children under 2 years old

We require you to allow time **within the hire period** for delivery and set up, then removal of the equipment, so that this does not encroach on another hirer's time.

### **Please Complete the following:**

Name of Inflatable Company to be used:

Hire Date and Times booked for Setting up and Clearing of Inflatables:

**Please sign to say that you have read and understood these conditions and return to Booking Manager.**

Sign

Date

Print Name