

CONDITIONS OF HIRE



1. Bookings are available for **1 hour or more** and must begin and end on the hour or on the half hour. The hourly rate includes setting up and setting down time.
2. In order to start your session promptly, please arrive 5-10 minutes early to allow time to confirm payment for your session and set up your equipment.
3. Group must allow 5-10 minutes before the end of their booking in order to leave a sufficient amount of time to pack away and vacate the pitch at the end of the booked time.
4. Please note, payment should be confirmed with the Duty Supervisor at The Workspace Reception, prior to play commencing. A receipt shall be issued for all payments.

All cheques must be made payable to **ASAN MANAGEMENT SERVICES LIMITED**

5. The allocation of bookings is at the discretion of ASAN Management Services Limited and is subject to availability. Completion of this form does not bind ASAN Management Services Limited to allocate any group all pitches, dates and times of their choice.
6. Any cancellations must be made with no fewer than 24 hours' notice. Failure to do so will result in full charge being due for the pitch. Cancellations must be in writing, by telephone, or in person, to the ASAN Management Services Office on the number given below.
7. Failure to attend for two consecutive bookings without informing us may result in your reservation being offered to another group.
8. ASAN Management Services Limited reserves the right to cancel bookings without prior notification if, in our opinion, the surface is unplayable, or could be dangerous. Where there exists a reasonable prospect of play, such decision will be delayed until the actual day of the booking. The final decision will rest with ASAN Management Services Limited representatives. Officially appointed referees can have no jurisdiction in this matter.
9. Use of football boots with screw-in studs or blades with metal tips is strictly prohibited. Any group found responsible for damage to the playing surface through the use of inappropriate footwear shall be liable for any repair costs.
- 10. All users of the facility do so at their own risk and it is recommended that groups make their own insurance arrangements. ASAN Management Services accept no liability for personal loss or injury where negligence on our part cannot be proven.**
11. The conditions of use prohibit the sub-letting of the facility, or the use of the facility for financial gain.
12. If paying for your booking in cash: Please ensure that you have paid the correct amount before your booking commences.

ASAN MANAGEMENT SERVICES LIMITED IS CONTINUALLY STRIVING TO IMPROVE THE OVERALL SERVICE PROVIDED. IF YOU HAVE ANY COMMENTS OR SUGGESTIONS, PLEASE INFORM US OF SUCH DETAILS AND WE WILL ENDEAVOUR TO TAKE THESE ON BOARD.

IF YOU REQUIRE ANY FURTHER INFORMATION PLEASE CONTACT:

Reception Office, The Workspace, All Saints Road, Wolverhampton, WV2 1EL. Telephone: 01902 877 530

(Offices open for bookings and enquiries 9.00am – 5.00pm Monday to Friday)