



CLUBHOUSE FACILITIES HIRE TERMS & CONDITIONS

Policy Approval Date: September 2024

Next Review Date: September 2026

CLUB STATEMENT

The object of the Club is to provide facilities for and promote participation of the whole community in the sport of Tennis. Omagh Lawn Tennis Club (OLTC) offers tennis enthusiasts of all ages excellent facilities and a thriving social environment.

Ensuring the Club facilities are maintained to a high standard requires the support of all Club members and users of the facilities to ensure that they are always respected and cared for.

Anyone hiring the facilities accepts responsibility for all those using the facilities and will ensure that all individuals respect and adhere to these terms & conditions.

GENERAL TERMS & CONDITIONS

- All users of OLTC facilities, including the car park, clubhouse, courts and surrounding paths/areas, do so at their own risk and the Club will accept no liability for any loss or damage. If in any doubt, users should contact the Committee at OLTC for further advice before use.
- OLTC cannot accept liability for any claims, damages, costs and demands in respect of death or personal injury arising from the use of the facility.
- OLTC cannot accept responsibility for the loss of, or damage to personal property incurred whilst on the premises.
- Fire exits are clearly marked and must not be obstructed. An Emergency Evacuation Plan is displayed on the Clubhouse External Notice Board opposite the Clubhouse toilet facilities and on the Clubhouse Internal Notice Board.
- If the fire alarm does go off, you should leave the premises immediately through the nearest safe exit and make your way to the assembly point on the clubhouse side of the main gates.
- OLTC is committed to the health and well-being of its members. Strictly no smoking or vaping is permitted on the premises, this includes the clubhouse, covered walkway, courts and car park. If anybody needs to smoke, please do so outside of the Club gates.
- All users of OLTC facilities must observe the rules and comply with any directions the Management/Committee may give to ensure the smooth, safe and efficient operation of the site. OLTC reserves the right to alter and amend these rules at any time.
- OLTC has full policies for Safeguarding and Diversity & Inclusion. These can be viewed on the 'About' page on the OLTC website – www.omaghltc.com.
- OLTC reserves the right to refuse entry of any individual and in the case of an illegal activity taking place, OLTC will pursue action through the proper legal channels.

ACCESS TO THE EXTERNAL PREMISES

- A key box with the key to the lock of the main gates is used to gain access to the external premises and courts. If necessary, the key code will be provided to the hirer of the Facilities, which must not be shared with non-members of the Club.

- The code to the key box will be changed regularly, as deemed appropriate by the OLTC Committee.
- If necessary, the hirer of the facilities must ensure they switch off all the lights and the Club gates are locked upon leaving the Club.

USE OF THE CLUBHOUSE

The terms and conditions of the use of the clubhouse applies to all individuals using the facilities at any time.

The clubhouse can be hired for personal/external activities. All enquiries for the hiring of the clubhouse should be directed to 'contact@omaghltc.com'. If the Committee has approved the use/hire of the clubhouse for non-tennis club activities, members will be asked to avoid using the clubhouse during that time.

Access being provided to the clubhouse is subject to the following rules being adhered to at all times and access might be restricted/removed for all, if individuals do not respect and take care of the facilities:

- The Hirer of the Clubhouse can access and use the clubhouse using the key which is kept in the key box beside the clubhouse entrance. The Hirer will be provided with the code to the key box if necessary.
- The Hirer must not share the key box code with non-members of the Club.
- The code to the key box will be changed at least annually and/or when deemed appropriate by the OLTC Committee. Regular hirers of the Clubhouse will be advised of any changes to this code.
- The club cannot be held responsible for any personal belongings left in the clubhouse.
- Upon leaving the clubhouse, the Hirer must switch off all the lights and heating (if applicable) and ensure the clubhouse is locked and the key placed back in the key box.
- Users of the clubhouse are responsible for ensuring the clubhouse is kept clean and tidy etc. must not leave dirty cups and plates behind them. Please wash, dry and put away anything used from the kitchen and ensure all tables are wiped clean.
- Whilst tea and coffee is generally available in the clubhouse, fresh milk and any other refreshments need to be provided by the user of the clubhouse.
- Users of the clubhouse must ensure all rubbish is placed in the bin(s) provided.
- Strictly NO Smoking or vaping is permitted in the clubhouse. If anybody needs to smoke, They will need to do so outside of the Club gates.
- The Fire doors must always be kept clear of obstructions.

OLTC reserves the right to amend these terms and conditions and the restrict/remove access rights to the clubhouse without consultation at any time.