



### **Evening Music – Disco**

If you have asked us to use any other disco other than Chess Disco, the below information must be agreed by the DJ present on the evening and the contract signed by both you & your DJ. This must be returned to us no later than 8 weeks before your wedding and/or event.

Your chosen disco MUST have valid insurance including Public Liability and all equipment MUST have a valid PAT certificate.

If music has been copied onto any other format or device, such as a CD to a laptop, the DJ MUST have a valid ProDub License.

As licensed premises, Gate Street Barn has a decibel limiter fitted which is required by the Local Authority. This is set at 92 decibels. All discos performing at Gate Street Barn must plug their equipment into this decibel limiter circuit and play within the limit. Failure to do so will result in them being asked to end their performance and leave the premises.

Consistent failure to play within the limit will also result in them being asked to end their performance and leave

There are no changing or rest rooms exclusively for a DJ...we are not the O2 Arena!

If your DJ requires refreshments, please ensure you organise this with your caterers. Any drinks for the evening also need to be agreed with the caterers and The Organic Bar.

Any DJ who has not played here before should contact Chris Haslam of Chess Disco to make sure they are suitable to play at this venue before agreeing with you, the client.

The area for the DJ is dictated by us and is only 2.75m x 2.75m (9' x 9') but this can be extended a little on one side.

The DJ must supply all equipment. We can supply a trestle table, but a cloth must be organised.

The DJ must set up the disco after a wedding breakfast/meal unless authorised by Jane Hutley or Lisa Gough

**UNDER NO CIRCUMSTANCES** can equipment stay at The Barn to be collected the following day. All disco equipment MUST be taken away from The Barn before 1am. If the breaking down and packing up is later than 1am, you, the client, will be charged £80 plus VAT for every hour or part of to cover staff costs. This must be settled within 2 weeks of your wedding/event date.

It must be wonderful if a member of your family or a friend is talented enough to want to be a DJ for you in the evening and we will do everything we can to accommodate this however it is not always possible to mix being a guest and performing in The Barn. Please note Chess Disco is more than happy for your family member or friend to perform a session!

On the next page you will find a form to be printed in triplicate. This form must be completed by you and the DJ present on the evening and returned to us at least 8 weeks before the date of your event. Failure to do so will result in your DJ being refused entry to The Barn.

**Please note all music is strictly 11.45pm finish**



Please read the Terms & Conditions relating to the hire of Gate Street Barn and the Evening Music – Disco information sheet No: 24 and ask your DJ to complete 3 copies of this form in the appropriate spaces below. One copy they should keep for themselves, and return the other 2 copies to you. Please keep one copy for your records, and returning the final fully completed copy to us no later than 8 weeks before the Event Date.

I/We agree to abide by the Term & Conditions of Gate Street Barn & the conditions stated on the Information Sheet No: 24.

I/We agree to take instruction from the Duty Manager with regards to any aspect of my business at Gate Street Barn.

I/We acknowledge that all music must cease at 11.45pm – or earlier if directed to do so by the Duty Manager.

I/We have been notified of the Decibel Limiter installed at Gate Street Barn and agree to have all the equipment connected to this and to play within its limitations. The limiter is set at 92 decibels as dictated by Waverley Borough Council.

I/We have been informed that the electricity supply will be cut, and the disco will not be permitted to perform if the equipment is not connected to the decibel limiter.

I/We have been notified the area for the Disco equipment to set up is only 2.75m x 2.75m (9' x 9') but this can be extended a little on one side.

I/We acknowledge that for contractors at Gate Street Barn is a non-smoking venue and that no alcohol will be consumed whilst working at the premises

I/We acknowledge that refreshments have been confirmed and organised with your clients and in addition to this there is no changing or rest room exclusively for the Band

DJ/Company Name & Contact Details who will be present on the evening.....

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Signature of above & Date.....

GSB Hirer - Sign, Print Names & Date.....

Day & Date of Wedding/Event.....