

**Bandstand Hire**  
**Croydon Road Recreation Ground**  
**Fees & Charges**  
**2024/2025**



# Bandstand Hire Fees and Charges – 2024/2025

## Introduction

This Bandstand Hire Policy has been designed to provide information to individuals and organisations wishing to hire the Bandstand in Croydon Road Recreation Ground.

Individuals or organisations must contact the Events Team at idverde before submitting an application, to ensure there is availability. Individuals/organisations cannot hire the bandstand without the permission of idverde Bromley.

## Bandstand Hire Fees

The following fees include light usage of electricity on the bandstand, for example microphones and keyboards.

Any request greater than 24 people will require an event application, please refer back to our website for alternative event fees.

Number of people/Capacities per day	1 person	2-10 people	11-24 people
Under 4 hours *	£15	£25	£40
All day *	£25	£35	£50

\* Hire fees may vary if an event is deemed to have a greater impact on the park

VAT will be added to the above. Payment is to be made ahead of your performance.

## Electricity Box Access Keys

If your application is successful, we will issue you with an access key to the electricity box.

- Keys must be returned no later than 2 days after the off-site time.
- No copies of this key should be made without consent of the idverde.
- The loss of a key will result in a £50 charge for replacement.

## Guidelines

We ask that you kindly observe the following:

- Steps to the bandstand may make it unsuitable for people with disabilities.
- You are not permitted to decorate the bandstand in any way
- Do not release any balloons into the parkland
- No amplifiers: any noise from music should be contained within the boundary of the bandstand
- Marking of the floor is not permitted (e.g. chalk drawings)
- Please leave the Bandstand clean and tidy as it may be booked following your session

### **Items to Consider**

For all bandstand enquiries we will require proof of public liability insurance (min £5mil), and risk assessment as standard, possibly further documentation depending on your enquiry.

### **Risk Assessment**

Organisers of events have a legal responsibility to ensure health, safety and welfare of any employees, volunteers and contractors involved in arranging the performance.

This should be ensured by carrying out a risk assessment, in which all hazards associated with the performance should be identified, the level of risk assessed, and the appropriate action required to reduce these risks at an acceptable level.

Organisers will be required to complete a risk assessment and upload a copy as part of the application.

### **Insurance**

All events will require Public Liability Insurance cover with a minimum £5,000,000 limit of indemnity.

Please upload a copy of your insurance certificate with your application.

### **Overstay fee**

Should you not vacate the site by the off-site time, we may charge you an overstay fee, the amount of which shall be determined in accordance with the specific conditions.

### **Smoking**

Smoking is not permitted at any time on the Bandstand.

### **Food and Drink**

The consumption of food and drink is not permitted at any time on the Bandstand.

### **Litter & Cleanliness**

It is the hirers' responsibility to ensure that all rubbish is cleared before, during and after the performance. Please ensure all rubbish is taken from the site and disposed of properly.

### **Terms & Conditions**

For all events and activities, see the separate Terms and Conditions sheet.

Any event taking place without proper approval will be stopped and this may affect future event applications.