

Hen & Chicken



Terms & conditions for private parties

Booking deposits

- In order to confirm your booking please ask the Duty manager for a deposit invoice form
- We do not provisionally hold any dates. A date will only be held and considered "Confirmed" once the full deposit has been received
- No hire fee, just a refundable deposit (Fridays & Saturdays): Chicken Shed requires a £500 deposit set against a minimum bar spend of £750 specific to the Chicken Shed bar (not the main bar) and does not include menus. The Studio requires a £500 deposit set against a minimum total spend of £2000 specific to the Studio bar (not the main downstairs bar) and may include pre booked party menus
- Chicken Shed: Sunday – Thursday: Advanced refundable deposit of £300
- Damage fees: Should breakages / damage occur to furniture, equipment (inc' sound equipment) or the decorative state of the relevant function room, The Hen & Chicken reserve the right to use all or part of the deposit to carry out any necessary repairs
- The deposit will be refunded within 5 working days of the party date.
- Where the minimum bar spend hasn't been reached, the difference will be deducted from the deposit and the balance refunded.

Bar / Catering

- We have available a variety of menus: Party buffet, BBQ, Christmas
- We are licensed for the sale of liquor and the playing of music until 12 midnight Sunday to Thursday and 1am Friday & Saturday.
- Bar staff are included on a Friday & Saturday night. Sunday to Thursday private bar facility on application and linked to a min spend
- Please note that we do not permit self catered events.
- The Chicken Shed private bar has draught products as well as a good selection of spirits. Our main bar spirit range is more extensive so if you would like a product that we stock on the main bar please advise us. NB Items that are not already stocked on the main bar will not be available.
- Function menus must be pre-ordered with final numbers two weeks ahead of the event date
- Function menus must be paid for in advance on invoice within 10 days of the event
- Furniture is available at no extra cost (unless hire is required). Please advise the manager of your requirements in advance

Age restrictions:

- Private parties: For evening parties (after 6pm): To assist us with our licensing obligation for the safe guarding of children, we do not permit Under 16s to attend parties.
- Prior to confirmation of booking, clients must give a clear indication of the numbers / ages of any guest under the age of 21
- NB please note we have a separate children's policy for the main bar downstairs (see website). Children must be accompanied when in the main bar at all times.
- We do not accept bookings for 18th or 21st birthday parties

The Hen & Chicken, 210 North Street, Southville, Bristol, BS3 1JF

Tel 01179 663 143 e mail: chickenhen@btconnect.com Web: www.henandchicken.com

Hen & Chicken



Courtyard garden: NB: From spring to autumn, subject to availability, where a party booking The Chicken shed with a “Party, BBQ menu, exclusive use of the rear courtyard garden is available at no extra charge and has the same capacity as The Chicken Shed.

- Due to licensing restrictions, the Courtyard Garden has no external speakers
- Due to licensing restrictions, the Courtyard Garden must be fully vacated by 11.00pm.
- Access from the Chicken shed bar to the courtyard may be restricted after 9pm due to noise pollution (This is a decision that is made by our Duty Manager on the night and we look for your support in respecting our local neighbours in mitigating noise pollution).
- Once the “party music / DJ” starts playing the doors from the bar to the courtyard must remain closed at all times. Alternative access is through the Chicken Shed main entrance to the bar

Sound / DJ facilities

- There are no additional charges for the use of the Chicken Shed sound system and party lighting rig
- Piped background music is available from The Hen & Chicken main bar, as such hosts are reminded that there is no choice in the style of music played
- The Chicken Shed’s sound system has been designed and installed for the specific purpose of creating a superb party sound on a “plug and play basis”. The Host / event organiser however is required to provide their own device to plug into our sound system. The Hen & Chicken will provide a cable to connect your device to our sound system for which you will need to confirm prior to the event the type of device connection so that we can have available the correct cable
- Hosts will need to create their own playlist for the night and if using a platform such as Spotify download all the content in advance to ensure uninterrupted (buffering) playing on the night
- We recommend that if hosts are using a phone as the designated device that they adjust all call & message settings to silent so as to not interrupt music playback
- Any party providing their own DJ should advise their DJ to provide their own mixer & decks / playback device and all necessary cables to connect to our sound desk / house speaker system.
- Additional speakers or monitors to supplement the Chicken Shed house system are NOT permitted.
- Professional DJs (where a fee is charged) must have their own public liability insurance.
- Sound checks / settings are carried out on arrival with the Duty Manager, thereafter volume can be controlled via your device / DJ mixer.
- Chicken Shed: If access is required throughout an event to the sound/ lighting desk we recommend the use of one of our sound technicians (see ancillary charges). This must be booked a minimum of two weeks ahead of the event
- Where the doors from the Chicken Shed bar are open to the courtyard garden music volume will be at a background level only (set by the Duty Manager) so as to avoid noise pollution to the local neighbourhood
- Customers are reminded that the booking deposit is also a damage waiver which applies (not exclusively) to all sound equipment and speakers. Where damage is caused, deductions against the deposit will be taken.

Smoking

In line with smoke free legislation, smoking is not permitted inside any part of The Hen & Chicken. Those persons wishing to smoke can do so either on the front terrace, or in the rear courtyard area.

The Hen & Chicken, 210 North Street, Southville, Bristol, BS3 1JF

Tel 01179 663 143 e mail: chickenhen@btconnect.com Web: www.henandchicken.com

Hen & Chicken



Accessibility

9.00am-12midnight / 1.00am (Fri & Sat).

- Day time events: Must vacate the Studio / Chicken Shed by 5.30pm
- Evening events: Access from 6pm (and earlier subject to availability)
- The Hen & Chicken opens at 4pm Monday / Tuesday, 11.30am Wednesday – Friday & 10am at the weekend. Events requiring access before these times must enter via the large rear courtyard gates on Greville Road.
- We request that all guests and hosts have departed within 45 minutes of your private bar closing
- Both The Studio and The Chicken Shed have access steps to them and are therefore unsuitable for disabled access. There are no service lifts.
- There is limited facility to store equipment / belongings overnight. Security for overnight storage would be at the host's own risk and all items must be collected by 12 noon the next day

Cancellation policy / fees:

- Cancellation within 30 days of the event date: No deposit refund will be due.
- Cancellation within 31- 60 days of the event date: 50% of deposit charges apply
- Cancellation with more than 60 days notice: Full refund will be offered.
- Pre booked function menus: Cancellation within 5 days of the event and no refund will be due
- Pre booked function menus: Cancellation within 10-5 days of the event 50% refund due
- Pre booked function menus: Cancellation with more than 10 days notice: Full refund will be offered

Additional Terms & Conditions:

- The hirer shall **Not** remove any pictures, mirrors etc from the wall space
- The hirer shall **Not** attach, stick or blue-tak etc anything to the wall space without prior written consent.
- The hirer shall **Not** exceed the agreed combined capacity of guests
- The hirer **shall** comply with the Hen & Chicken's policies with regard to fire & health & safety
- Any subcontractors hired / instructed by the hirer (DJ's, entertainers etc) must have their own public liability insurance
- We require full disclosure of any entertainments planned / sub contracted entertainers booked to perform at the party. Where a client fails to disclose, The Hen & Chicken reserves the right to retain the deposit in full

Fire Safety

Users of the spaces must ensure that the risk of fire is not increased, nor the safety of persons in the environment put at risk as result of their activities, by ensuring that:

- Electrical appliances brought into The Hen & Chicken are safe. Portable Appliance Testing (PAT) must be current for all portable electrical equipment brought in to The Hen & Chicken by you or your sub contractors. (inc sub contracted DJs, entertainers etc)
- All means of egress (including aisles & emergency escape routes) are kept clear at all times
- Users of The Hen & Chicken are advised that our policy is not to allow the use of any pyrotechnic device nor the use of other special effects (smoke / haze etc.) due to interference with the fire alarm detectors.
- Smoking is not permitted in The Hen & Chicken

The Hen & Chicken, 210 North Street, Southville, Bristol, BS3 1JF

Tel 01179 663 143 e mail: chickenhen@btconnect.com Web: www.henandchicken.com