



**Site Access Agreement Policy**

For the purposes of this agreement:

“RST” means the River Stour Trust as represented by a Director or Officer of the Trust;

“Site” means any Land, Buildings or Facilities owned and/or operated by the RST;

“User” means the person granted use of the facility for storage of craft.

*I, [insert your name] ..... as the User agree to and will abide by the following terms and conditions.*

1. The access code will be issued only once all required payments have been made to the RST.
2. The access code is issued only for a User’s sole use and it must not be loaned or otherwise provided for the use of anyone else for any other reason than use of the craft stored on site.
3. The User is responsible for any abuse or damage caused by the use of his/her access code.
4. The site is to be left secure at all times, particularly when vacated.
5. Rubbish or recycling must be placed in the appropriate bins. If items are too large to fit in the bins then it must be removed from the site by the User and at their own expense.
6. Noise must always be kept to a minimum.
7. The access code and use of the facility cannot be transferred to a third party under any circumstances.
8. Use of the site is entirely at the User’s own risk and the RST will not accept any liability for personal injury or property damage caused to either the User or a person under their responsibility.
9. Behaviour that could potentially cause damage or injury to others is strictly prohibited.
10. Use of the site when under the influence of alcohol or substance abuse is strictly forbidden and the User will be asked to leave the site immediately.
11. The RST reserve the right to withdraw access without reason at any time giving 7 working days notice in writing to the User.

**User’s Declaration**

Signature.....

Date.....

**Approved on behalf of the River Stour Trust**

**Dated:**

Name: .....

Position.....

Signature.....

=====  
Office Use only

Sage Reference: