



# St Thomas More Church Hall

## Conditions of Use

Please remember the setting is the church garden and behave accordingly. Stop your children from running in the gardens, and throwing and kicking balls – inside and outside the hall.

### **NOISE**

Council regulations will be enforced.

Be considerate to our neighbours.

**DO NOT** make too much noise when leaving the carpark.

**CLOSING TIME: 4.15pm if you have a daytime booking**

**11.00pm if you have an evening booking.**

This means cleaned up and out of the carpark  
by this time – **NO EXCEPTIONS**

### **DECORATING** PLEASE DO NOT USE –

Staples, drawing pins, nails or sellotape.

USE blue tack for posters (but not on painted surfaces)

USE existing brass hooks for streamers and balloons etc.

### **BEFORE LEAVING**

Wash, dry and put away all dishes etc.

Clean the stove and microwaves (if used) and the bench tops,  
etc.

Wipe the tables before storing away and stack the chairs TEN  
high in the chair cupboard.

Vacuum carpet and mop vinyl flooring.

Flush all toilets – clean if required and mop floor.

**PLEASE DO NOT LEAVE ANY RUBBISH IN THE TOILETS.**

Check outside for bottles, cans and cigarette butts etc.

Take all rubbish with you when you leave.

### **BRING YOUR OWN** Tea towels, tablecloths and rubbish bags.

**CHECK ALL THE DOORS ARE LOCKED. TURN OFF THE LIGHTS – REMEMBER TO  
TURN OFF LIGHTS IN THE TOILETS AND LEAVE BY THE SELF LOCKING DOOR.**