



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. The church foyer is NOT included in the hire of 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: 4.30pm 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.**



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Tables and chairs

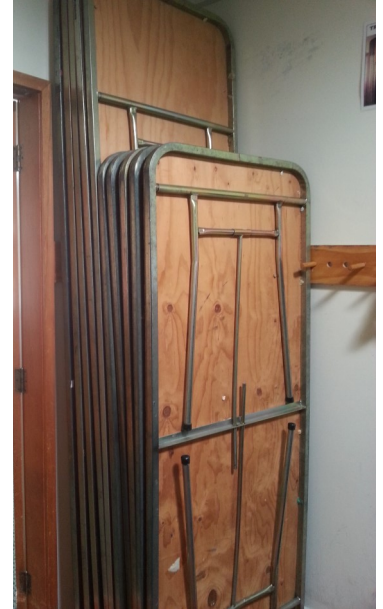
We have several trestle tables and approximately 80 chairs available when you hire the hall.

Tables

Five large trestle tables - size 2.3m x .75m

Five trestle tables - size 1.8m x .75m

Nine round trestle tables - size 1.46m in diameter.



Chairs

Approximately 80 fabric covered chairs. There is also a chair stacking form that will help you with lifting and replacing the chairs.



Vacuum cleaners

These are in the cupboard with the tables and chairs.

TV screen

We have a large TV screen behind these cupboard doors which you can use to show slides etc from your own laptop.

