

DIPTFORD PARISH HALL TRUST

HALL HIRE CHARGES

From 1 November 2015

1. Private Rentals:

Main Hall + Committee Room	8.00am - 6.00pm 6.00pm – 10.30pm	£5.00 per hour £6.00 per hour
	<i>Minimum hire period 2 hours</i>	
Committee or Computer Room	8.00am – 10.30pm	£3.00 per hour
	<i>Minimum hire period 2 hours</i>	
Kitchen	£10 per hour or £30.00 per 4 hour session	
	<i>Minimum hire period 2 hours</i>	

Please enquire for all Commercial Rental, Weddings & Function Rates.

Enquiries & Bookings: Mrs Val Haddy

email: valjohnhaddy@aol.com

Tel: 01548 821418

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TERMS

Electricity for lighting is included in the above charges.

Electricity for heating and use of power points is paid for by the Hirer using pre-purchased meter cards.

Electricity for the use of the kitchen equipment is included in the Kitchen hire charge.

ELECTRICITY METER CARDS ARE AVAILABLE FROM THE BOOKING OFFICER AT £1.00 EACH.

The use of the small kitchen is available to all Hirers of the Hall and/or Committee Room for tea & coffee making at no extra charge.

The hire of the Hall will in ALL circumstances depend on the type of activity proposed & will be at the sole discretion of the Trustees.

RULES AND REGULATIONS

The booking of the Hall by any person or organisation implies acceptance of the Rules and Regulations as laid down by the Parish Hall Trustees. These are posted on a notice board in the Hall and printed on the back of the Booking Form. In all cases common sense applies!

The hall **MUST** be left clean & tidy & fit for use by the next hirer.

Hirers are responsible for all aspects of H&S, Fire precautions & procedures during the period of hire.

They must as a minimum familiarise themselves with the position of fire exit doors and fire extinguishers, and with the procedures to be followed in the event of fire.

Layout plans and fire procedures are to be found on the notice boards.

Please note: Fire exit doors are for use in the event of a fire ONLY.

In accordance with current Fire Regulations

Hirers should ensure that a functioning mobile phone is available at all times.

Jeni Parr (Secretary)
Diptford Parish Hall Trust

14th October 2015