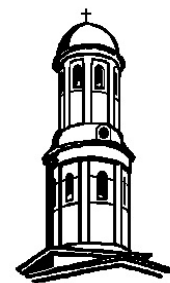


ST ANNE'S CHURCH HALL WANDSWORTH
Agreement for Use
Occasional users / parties



Welcome to St Anne's Church Hall. This is a community facility.

1. This is a non smoking building
2. The hall is to be left clean and tidy after each session. All rubbish must be removed at the end of the session and not left in the hall, behind the hall, in front of the building or in the dustbins.
3. Notices, posters, balloons, mirrors or other items must not be attached to the walls by nails, blu-tac', Sellotape or similar methods.
4. The floor must not be washed. It must be swept only.
5. Chairs must be returned and stacked neatly to the designated storage area after use.
6. No ball games are allowed, except any played with small sized soft balls specifically Designed for indoor use.
7. All damage is to be reported immediately.

Bookings availabilities:

General groups: The hall can be booked for the following times if the hall is not being used by groups with regular meeting times:

Mornings: from 9am / Afternoons: from 2pm / Evenings: 7pm — 11.00pm

Parties: Sessions for parties can be booked on Saturday or Sunday afternoon between 11am – 4pm. Some earlier times might be possible. Please enquire.

Rates: 3 hours - £125

4 hours - £155.

Deposit: A deposit of £50 will be paid when the hall is booked. This amount is refundable providing:-

- No damage is done
- No cleaning help has to be employed after the event

Payment

Online payment is preferred to cash.

At this moment in time payment va BACS is possible. In a few weeks' time Card Payment will be possible too.

Please note that payment in full is needed to receive the code for the key safe (to access hall keys)

Cancellations:

We regret there is no refund for cancelled events without a minimum of fourteen (14) days written notice.

Security

Premises must be secured and locked after event and the heating turned off. Fire exits must be kept clear at all times and must be unlocked (and therefore staffed). Firefighting equipment must not be tampered with.

Child Protection

When the hall or any other church property is being used by children the children's safety and wellbeing are of paramount importance. Children should at all times be attended by at least two adults and where possible the gender of the adults should reflect that of the group. No one under the age of 16 years should be left in charge of children of any age. No child or young person should be left unattended at any time. Details should be kept of children attending — name address and telephone number of parent or carer.

OTHER PROVISIONS

It is hereby understood and agreed that you (hall user) shall:

(i) indemnify and keep indemnified the Vicar, Churchwardens and Parochial Church Council of St Anne's Church Wandsworth against all losses claims demands proceedings expenses or other liability arising from this Agreement For Use.

(ii) not cause or permit to be caused any damage to St Anne's Church Hall Wandsworth or its contents, fixtures or furnishings and if such damage occurs to advise the Church immediately and at the election of the Church to indemnify the Church against the cost of making good or if appropriate, replacement or to make good forthwith.

(iii) effect such insurance against third party liability as may be required by law.

You agree that by renting the church hall and making a payment you accept these terms and conditions.