

THE ANTHONY HALL (ASTON CLINTON)



RCN 1190479 / Company No: CEO22587
Licensed for Music and Dancing
Premises Licence No 12/00816/LAPRE(PR0047)

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GENERAL INFORMATION

BOOKING DETAILS

Once your application has been approved, an information email will be sent a few days before the event with the key safe code.

KEYS

The key to the front door and shed are kept in a key safe box at the side of the hall (next to the disabled access door)

KITCHEN EQUIPMENT

The kitchen is equipped with a cooker, microwave, kettle and fridge. There are also crockery, glasses and cutlery provided in the cupboards. Please note that no **tea towels** are provided by the Hall.

There is bin liners stored in the drawer to the left of the cooker - please use them and leave a clean liner in the bin when you've finished. All rubbish must be put in the large green bin in the car park.

CLEANING EQUIPMENT

There are mops, buckets, dustpan and brushes and a broom stored in a cupboard in the small meeting room: the cupboard is behind the door to the passageway leading to the main hall. There is a "Henry" in the lower part of the lobby cupboard

TABLES & CHAIRS

There are 8 round Tables (5ft or 1.5m in diameter, seats 10) – these are stored in the Shed to the rear of the premises.

There is a selection of oblong tables stored to the side of the stage. This includes:

- 10 large tables (690mm x 1840mm)
- 6 medium tables (690mm c 1220mm)
- 3 small tables

There are approx. 100 upholstered chairs stored on the stage with approx. 40 collapsible chairs at the side of the stage.

If you wish to use any of the round tables and/or chairs stored in the Shed, please note that this will be your responsibility to set up and put away. The key to shed is on the main key fob.

AUDIO VISUAL SYSTEM

An audio-visual system is installed at the hall, which includes a hearing loop. Please do not change any of the buttons on the system except the volume. There is a multijack lead in the cupboard that all hires can use. Please put the lead back when you have used it and do not take it home with you.

SOFT PLAY & BOUNCY CASTLES

These are allowed both in the hall and the outside areas provided their use is covered by the providers insurance. The Hall accepts no liability for any injuries suffered in respect of such equipment.