



NOTE TO ALL USERS OF THE HALL

As a user of this hall you are expected to ensure that the hall is left clean and tidy and that you adhere to the following:

- **The floor must be cleared and swept after use**
- **Any spills are to be mopped up**
- **Crockery, cutlery and glasses, if used, should be washed, dried and stored away properly**
- **Dishes should not be left on the draining board**
- **The cooker hob and oven, if used, should be cleaned and no cooked food left in the oven**
- **Bins should be emptied, particularly where discarded food is concerned, to discourage vermin**
- **No food should be left in the hall**
- **If using the hall for a fund-raising event, the organisers should bring their own dish towels and hand towels and take these away after the event**
- **All breakages should be reported immediately**

Failure to follow the above may result in the refusal of future lets