

Hiring of Folkingham Village Hall

Thank you for your booking.

The keys to the Village Hall are found in a keysafe. The code to the keysafe will be given a few days before your booking. The keysafe is positioned next to the white kitchen door which is to the right of the main entrance. Please enter the code given to you and then press the silver button to release the keys. Access to the hall can be gained through the white kitchen door.

When locking the external kitchen door please lift the handle to engage the locking mechanism before turning the key. Please return the keys to the keysafe once you have finished. Ensure the keysafe and the kitchen door are secure before leaving.

The main gates can be opened from the door to the left of the kitchen exit. There is a key on the keyring to unlock the padlock on the main gates.

Please supply your own black plastic bags for all rubbish. The black plastic bags can be disposed of in the skip outside at the rear of the hall. The key for the skip can be found on the keyring.

Anything used for decoration purposes must only be fixed to wooden surfaces using Blu-tac only. Please do not use Sellotape. Nothing should be fixed to any of the walls.

NO TABLES OR CHAIRS ARE TO BE DRAGGED ALONG THE FLOOR. These must be lifted into place. Please return the table and chairs to where you found them.

Brooms etc. can be found in the room at the back of the hall to enable you to leave the hall clear of any waste material. Please leave the hall in the same condition as you found it.

Please ensure all lights are switched off and the heating is turned down before leaving the hall.

Parking is available at the front and rear of the building. On street parking must not block access to private driveways and must leave sufficient room for Emergency Services.

N.B. Should a fire occur, the hirer(s) are asked and expected to proceed in the accordance with the recommendations contained in the Fire Prevention Notice which is on the notice board and in the kitchen.

Folkingham Village Hall

Hire Charges

Folkingham Residents: £10 per hour

Personal Hire for non-residents: £15 per hour

Commercial Rental: £20 per hour

All hire in excess of 8 hours will be subject to a 10% discount