

Additional terms and conditions for hire of the Church

1. 1a. Hirers must carry out a risk assessment for their event, with a copy sent to the Church office one week in advance of the hire.
1b. All hirers must designate a fire warden prior to their hire who must demonstrate all fire exits before your event proceeds.
2. No candles without written permission from Church office and following all discussion as to where and how they will be used.
3. The Balcony is only to be use by sound/AV operators. No additional seating is allowed on the balcony.
4. Please leave sound desk settings as found - check with reference photographs that all settings are returned to default levels.
5. If microphones or instruments are used, or moved, please note and return to original their positions.
6. The Church must be left clean and tidy. All rubbish to be removed. Any damage must be reported.
7. The West door (door opposite the altar) should be unlocked during period of hire because it is a fire exit, but it must be locked on its hasp prior to leaving the building.
8. Bell ropes must not be touched except by an approved bell ringing team.
9. South door (normal entrance) cannot be locked from the outside. Must be locked and bolted from inside prior to leaving the building. .
10. Ensure all lights are turned out.