

Christ Church St Albans

 THE CHURCH
OF ENGLAND

Vicar: Revd Jeremy M Follett
Site Manager: Anthony Harris

Children and Families Pastor: Becki Chafe
Administrator: Jacqui Winterbourn

Dear Hall hirer

We hope you have enjoyed using our hall and garden room.

The Church has reviewed the hall hire rates for 2018. We would like to advise you that the rates for rent from January 2018 will be as follows:

Centre letting charges	2018	Registered Charities
New Hall per hour (seating for 100)	£25.00 (£21 after 3 hours)	£12.50 (£10.50 after 3 hours)
New Garden room per hour (seating for 12)	£12.00 (£10.00 after 3 hours)	£6.00 (£5.00 after 3 hours)
St Andrews Lounge (seating for 16) not available for regular bookings	£10.00 (£8.00 after 3 hour)	£5.00 (£4.00 after 3 hours)
Tots Church/Library (seating for 12)	£8.00 (£7.00 after 3 hour)	£4.00 (£3.50 after 3 hours)
Area B (seating for 50) not available for regular bookings	£20.00 (£16 after 3 hours)	£10.00 (£8 after 3 hours)
Storage	£110.00 per year (Large cupboard)	£55.00 per year

We would remind you that it is the responsibility of the groups to ensure the building is left clean and tidy, and the dishwasher is turned off. A Hoover, mop and bucket can be found in the cleaning cupboard opposite the toilets, a broom for the hall is in the chair storage cupboard. Please can you also check the toilets before leaving, as we have had some instances where the toilets were blocked, or dirty nappies have been left in the bin.

If there are any problems, please inform me or Anthony.

We look forward to your continued use of the Centre.

With kind regards

Jacqui Winterbourn
Church Administrator

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