

# ST PETER'S RC PARISH HALL AGREEMENT-SUMMARY

## THERE IS NO AVAILABILITY ON SUNDAYS OR HOLY DAYS ALL DAY

**Hall Type** MAIN PARISH HALL

**Overall Capacity: 80**

**Hall Type** YOUTH HALL

**Overall Capacity: 70**

**Hall Type** MEETING ROOM (not available for parties)

**Overall Capacity: 40**

PLEASE NOTE THE OVERALL CAPACITY OF YOUR HALL. IF YOU OVER-RUN THIS CAPACITY, THE CHURCH **WILL NOT BE LIABLE** FOR ANY INCIDENTS THAT OCCUR.

### Event/Date & Time Hired

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### Facilities

- Entrance
- Kitchen
- Accessible Toilets
- Wheelchair Access
- Baby changing facilities (only available in main parish hall)

### Equipment

- Fridge
- Kettle
- Microwave
- Smoke Alarms
- Fire Alarms
- Window locks

### Hire Costs

Main Parish Hall: £45 per hour plus £30 caretaking and £100 (refundable) deposit.

Youth Hall: £35 per hour plus £30 caretaking and £100 (refundable) deposit.

Meeting room £15 per hour plus £30 caretaking and £100 (refundable) deposit.

### Parish Address:

St Peters RC Church  
52, Goresbrook Road  
Dagenham, Essex  
RM9 6UR

Where to find Halls Letting Policy:  
[www.stpeterdagenham.co.uk](http://www.stpeterdagenham.co.uk)

### Deposit and Late fees

Deposit refundable if hall left in an acceptable and suitable condition & on time.

More than 1/2 hour late you will lose 50% deposit.  
More than 1 hour after agreed hired time, you will lose final 50% deposit.

Caretaking fee is additional to deposit. £30 caretaking fee will be deducted from deposit if the hall is not left in an acceptable and suitable condition.

### General Matters

All hall users are required to comply in full with our Terms and Conditions.

Users should note in particular that:

- In order to avoid causing nuisance to our neighbours, all noise must end by 9.30pm and the halls vacated by **10.00pm**.
- Alcoholic beverages can be served but not sold.
- Users are required to comply with our policies on Child Protection and vulnerable adults.
- All rubbish and property must be cleared and bagged with all areas used left in a clean and tidy condition. **Excess of more than 5 refuse bags will incur a clearing charge of £10**
- Users are responsible for damage done to the halls (and any fixtures, fittings, furniture and other articles in it) during the term of use.
- Users are responsible for the security of the property on the premises during a hiring.

I/We have read the terms and Conditions, including extended terms and conditions, for the use of the Hall/Room(s) and agree to abide by them.

Signature: .....

PRINT NAME.....

Date: .....

Any enquiries, please email Parish Admin Halls at:  
[dagenhamstp@dioceseofbrentwood.org](mailto:dagenhamstp@dioceseofbrentwood.org)