**TERMS FOR USE OF THE FACILITIES OF**

**RIVER VALLEY BAPTIST CHURCH**

* The Health and Safety procedures and information to abide by are on the Health and Safety board in the community room. The group hiring must abide by these.
* The facilities will be used for the purposes of the agreement only
* Users will supply their own tea, coffee, sugar and tea towels etc but may use the crockery and cutlery provided.
* Any breakages must be acknowledged and paid for.
* Users are to remove all their rubbish.
* All dishes should be washed in the dishwasher or by hand if there are too many for the dishwasher. All hand washed dished must be dried and put away.
* The benches are to be left clean and tidy.
* The top of the stove and the microwave, if used, must be left clean. Any spills in the oven are to be cleaned up.
* All personal items must be removed on the day.
* Rooms used must be cleaned and left tidy before vacating the buildings. This will include the toilets. The vacuum is in the hall cupboard. Other cleaning requirements are under the sink in the kitchen and under the vanity in the bathroom. There is a floor mop and bucket in the kitchen.
* No alcoholic beverages are to be taken onto the property.
* There is no smoking anywhere on the property
* A maximum of 200 people are allowed in the building
* The kitchen area is a shared space.
* Privacy cannot be guaranteed particularly in the Community Room. The Godsown room has no through traffic.
* At this stage the sound and data projectors are not available for use