

## MALVERN FRIENDS MEETING HOUSE CONDITIONS OF USE

(1) This Quaker Meeting House has been used for Quaker Meetings for Worship since 1938.

We welcome hirers who value the peace and tranquility of the building and who appreciate our values.

(2) The Meeting House is a Grade 2 Listed Building situated in Malvern Conservation Area.

Hirers are asked to respect this residential area and refrain from loud noise that may disturb our neighbours.

(3) The furniture and fixtures of the Meeting House are also part of the Grade 2 Listing.

We ask that you take particular care of these items especially the wooden floor in the Meeting Room itself.

No naked flames are permitted in any part of the building.

You will probably wish to move the chairs and furniture to suit your needs. Please do so with care and respect.

Please leave the furniture set up as discussed with the Lettings Clerks.

(3) We respectfully remind hirers to take all normal precautions while using the Meeting House in order to ensure your responsibility for health and safety of individuals and groups using the premises during your hire period.

(4) While we understand that you may wish to use your own equipment we ask that electrical items are PAT tested. We are not responsible for any loss or damage to your own equipment.

(5) If you wish to provide refreshments we ask that food and drink are not taken into the Meeting Room.

The building is an alcohol and smoke free zone. None may be consumed on the premises and grounds.

(6) When your event has finished please ensure all windows and doors are closed and secured, all lights, ceiling fans are switched off, heaters are adjusted manually (children's room and library) are off. Please ensure the doors are locked and the front gates are closed.

(7) If you need to contact the Letting Clerks contact

Paul Wyatt 08000113219

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Melanie and Andrew Jameson

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