

CONDITIONS OF HIRE

Christ the Vine Community Church (CVCC) reserves the right to refuse a booking or to cancel an existing booking.

All bookings must be accompanied by a deposit of £100.00 if your organisation requires an invoice/receipt for this please let us know. In the event of a cancellation, prior notice of at least two weeks must be given for a refund of deposit

You are only allowed to use the areas of the building which are specified in your booking. It is quite possible that other user groups will be booked in at the same time in other areas.

Hirers are responsible for all equipment used and will pay for any equipment belonging to CVCC that is broken, damaged or misappropriated.

Hirers are expected to leave the premises in good, clean & tidy condition. No food or drink to be taken into the large (worship area) room, without prior written permission.

You are required to ensure that children are protected at all times, by taking all reasonable steps to prevent the occurrence of any injury, loss, damage or harm. You are required to adhere to the church's child protection procedures and recommended good practice, a copy of which will be given to hirers of events involving children. The hiring of CVCC premises is made contingent on implementing the policy contained in the said document.

All users who are an integral part of Woughton Ecumenical Parish, are covered by our insurers for public liability (PL). Any outside hirer who is a small private entity e.g. a local music group they would require to have their own PL policy with a cover of £2m. Any hirer who is an established organisation or corporate entity e.g. AA or a Housing Association, would require to have their own PL for £5m. You must confirm that you have this type of cover and name the insurer when booking.

Arrangements for entry are to be made with the Caretaker. You will be expected to enter and leave the premises at the agreed times. The Caretaker will explain Safety and Fire procedures on the day of hire.

All bookings enquiries to the Caretaker: 01908 673986



HIRE CHARGES & CONDITIONS



PART OF THE WUGHTON ECUMENICAL PARISH
ANGLICAN, BAPTIST, METHODIST AND UNITED REFORMED
CHURCHES WORKING TOGETHER

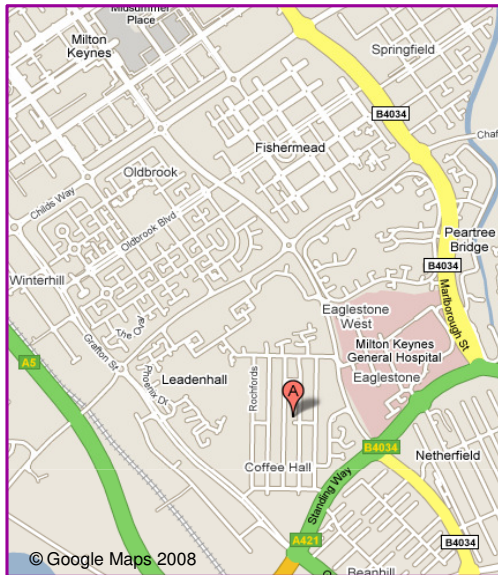
VENUE INFORMATION

The premises known as **Christ the Vine Community Church (CVCC)** is part of the Woughton Ecumenical Parish.

The building is modern, light and clean with full central heating and disabled access and facilities.

Parking for cars is available in Jonathans and Garraways, to the front and rear of the building.

During the day a local bus stops almost outside the building.



HIRE CHARGES

Standard	up to 30 people	£16 per hour
	30 - 60 people	£18 per hour
	Over 60 people	£20 per hour

Voluntary Organisations/Charities

(if not charity registered—a set of accounts must be presented *before* the booking)

Monday – Friday

up to 30 people	£7 per hour
30 – 60 people	£9 per hour
Over 60 people	£11 per hour

Saturday

up to 30 people	£9 per hour
30 - 60 people	£11 per hour
Over 60 people	£13 per hour

DEPOSITS

A deposit of £100.00 is required for all bookings (see over).

PLEASE NOTE

The building is not available for Sunday bookings. Nor on Christmas Day, Boxing Day, Easter Day and Holy Week.

An additional charge of £6 per booking for Bank Holiday Mondays.



Jonathans, Coffee Hall
Milton Keynes
MK6 5EG



Telephone
01908 673986



www.woughton.org
e-mail: office@woughton.org