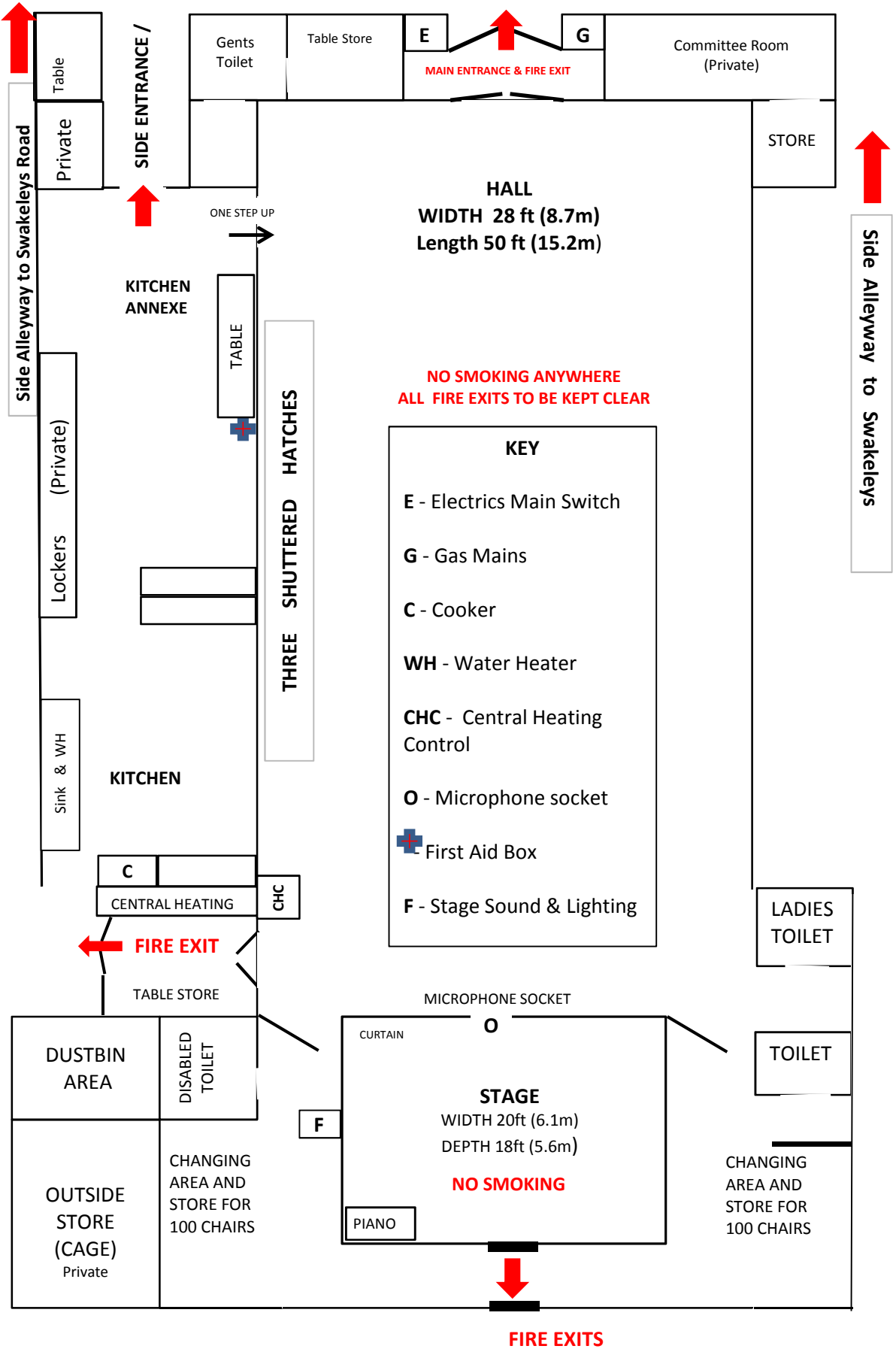


Ickenham Village Hall 33 Swakeleys Road, Ickenham, UB10 8DG
 Capacity: 200 seated in rows, 100 seated at tables



FIRE EXITS

Ickenham Village Hall 33 Swakeleys Road, Ickenham, UB10 8DG

ENTERING THE HALL

Entry keys should be collected from the Co-op Shop

Entry keys will give access through the metal padlocked door to the right of the hall and door beyond

Turn on electricity supply. Switch is in cupboard to the left of main entrance (**E** on key)

Central Heating (if required) can be turned on at the Control Panel in the Kitchen (**CHC** on Key)

NO SMOKING ANYWHERE
ALL FIRE EXITS TO BE KEPT CLEAR

LEAVING THE HALL

Please ensure that all tables and chairs are put away

Ensure that crockery and cutlery are washed and put away

Ensure that the Hall and Kitchen areas are clean and tidy with all spillages mopped up

Ensure that Gas appliances are turned off and the electricity supply is switched off.

Close **all** internal doors

Ensure that all entry and exit points are locked

Return the keys to the Co-op, if open, otherwise post in the Village Hall letterbox to the left of the main entrance