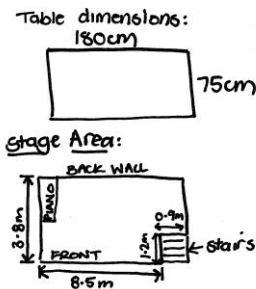
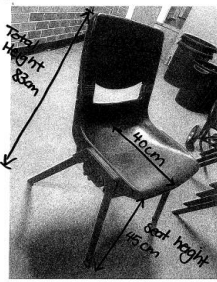


## Hall hire information

- The hall contains approximately 300 chairs and 40 tables. See below for table, chair and stage dimensions.



- The kitchen contains 1 large electric oven, fridge, freezer, 2 microwaves.
- The PA system may be used however microphones need to be provided. There is input for microphones and music. We have a large projector screen (3m x 3m) at the back of the stage attached to the wall that can be pulled down however there is no projector in the hall.
- The hall is air-conditioned
- **Important information for all functions:** All evening functions **must end by midnight** – this is a regulation from Blacktown Council. You may stay after this time to pack away and clean up. The hall **must be left clean and tidy – no glitter on the floor, no helium balloons on the ceiling, toilet floors must be swept and mopped, tables and chairs must be wiped down and put away correctly as they were found. Failure to leave the hall in a clean and tidy condition will result in at least partial loss of your bond if we need to have it cleaned after use.**
- **Saturday hall hire conditions:**
  - Access to the hall can be gained from 8am to 4:30pm. **A block out time from 4:30pm – 7pm is strictly enforced to ensure quiet around the church during Reconciliation and the Vigil Mass service. Functions MUST NOT START BEFORE 7:30pm.** Failure to comply will result in the loss of your bond.
  - Functions can be held between 7:30pm and midnight however all music/noise must cease promptly at midnight. Hirers may stay after this time to clean up however noise must be kept to a minimum due to the residential location.
- **The hall hire fee is \$1200 with a bond of \$2000.** The \$2000 bond must be paid **at least 4 weeks before the hire date to secure the booking.** If the booking is cancelled within 4 weeks of the booking, the bond will only be refunded if another booking is received for the same date. The hall hire fee of \$1200 **must be paid at least 2 weeks before the hire date.** Keys are collected on the **Friday prior to the booking between 1pm and 1.45pm** ( or a negotiated time with parish staff) and must be returned to the locked mail box near the gate at the end of the booking.
- Please visit our website for photos and more information: <http://www.olol7hills.org.au/parish-hall-photographs/>