

## All Saints Church, Hartford – Church Room

We are pleased to advise you that from the 1<sup>st</sup> October our Church Room will be available for hire again following the guidelines issued to make it Covid secure. A Risk Assessment has been completed and is attached for all hirers to read and adhere to. The maximum number that the Church Room can accommodate is FOURTEEN people for social distancing.

There are some further points to highlight:

- The Church Room is pre-booked on Wednesdays, Thursdays, and Fridays
- The Church Room is available for bookings on Mondays, Tuesdays, and Saturdays
- Booking information can be found on our website - <https://www.allsaintshartford.org.uk/>
- Only one booking per day can be accommodated so that cleaning can be done between bookings
- The minimum let is for a two-hour period
- The hire charge is £15 for the first hour and then £9 per hour
- There will be a supplementary Covid charge of £5 for cleaning
- We are planning to make Wi-Fi available in the Church Room before the end of 2020

These are challenging times for all of us and we really hope you can understand and appreciate the changes that we have needed to introduce. Nonetheless, we do indeed look forward to welcoming you back. If you have any questions, please contact us:

- Bookings link on our website <https://www.allsaintshartford.org.uk/>
- Or Email at: [admin@allsaintshartford.org.uk](mailto:admin@allsaintshartford.org.uk)
- Or telephone: Mrs. Haleema Hawkins, Telephone: 01480 353491

Paul Fearon  
Church Treasurer  
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