



St Michael and All Angels, Sandhurst

Diocese of Oxford (Church of England)

Charity No. 1134547

✉ St Michael's Pastoral Centre · Lower Church Road
Sandhurst · Berkshire · GU47 8HN

☎ 01252 873030

✉ office@stmichaels-sandhurst.org.uk

🌐 www.stmichaels-sandhurst.org.uk

Description of Facilities & hire rates from September 2018

We hope that we provide excellent facilities and would appreciate your care in using the building. Thank you.

All rooms have their own heating thermostats, just turn up when required and turn down when leaving. Public telephone is available by hall entrance (01252 873416)

SEEBY HALL inc. use of kitchen & lounge:

Functions:

£23.40 per hr (min 3 hrs)

Charity rates upon request.

Bookings linked to christenings, weddings, funeral services in church: £17.50

Best crockery, cutlery & glasses available on request

Children's daytime parties and Meetings

£22.60 per hr.

36ft x 49ft (11 metres x 15 metres) Tape deck & c.d. player stored in left store cupboard.

Approx. 125 Chairs and = 10 6ft x 30in & 10 4ft x 30in tables.

Small tables & chairs for 24 infants (up to 6yrs).

For fire regs., max. 150 people only.

Soft lighting option. Two serving hatches to hall, plus one opening to the lounge area.

KITCHEN: (Only to be used for cooking by arrangement)

Crockery, wine glasses, tumblers, champagne glasses and cutlery available.

Plenty of ordinary crockery and mugs are also available, not to be mixed with best crockery that is stored in separate cupboards.

Constant drinks hot water unit. Saucepans, large cooker with 6 gas rings and electric double oven, electric warming cabinet, commercial dishwasher, microwave, fridge. Tea making facilities.

LOUNGE Suitable for meetings for up to 15

£15.10 per hr.

SMALL ROOMS :

£ 9.90 per hr.

Small rooms for meetings for a maximum of 6 people.

Bookings linked to christenings, weddings, funeral services in church **£ 7.30 per hr**

UPPER ROOM AREA:

£ 22.60 per hr

1 large room (24ft x 13ft), with 30 chairs and several small tables. Suitable for meetings and small gatherings. 1 small room (13ft x 11ft) with comfortable seating for 8 people, coffee tables. Small kitchen with crockery for 25. No glasses.

LARGE ROOM ONLY:

£15.10 per hr.

SMALL UPPER ROOM ONLY:

£ 9.90 per hr.

SATURDAY WEDDING RECEPTIONS

£560.00 block booking

FINES FOR PROBLEM BOOKINGS (costs will be deducted from the booking deposit):

Any extra cleaning nec., including the dishwasher: **£50** (£45 if cleaner requested on booking form)

Electrical items or htg left on **£6.00 per hr.**

Broken crockery/glasses: **£3 per item**

Keyholder call outs, inc. fire alarm set off by d.j. **smoke machines: £12.00**

Evidence of smoking : **£20.00** (not permitted)

Any Damage to premises - to be assessed at the time.