



POLICY MANUAL

Legal References: 	Policy Department: Community Hall
Cross References: 	Policy Number: CH 4
Adoption Date: July 13, 1992 Revision Date: September 25, 2017	Policy Title: Hall Bookings <hr/> Review Date:

POLICY PURPOSE

To allow the janitor time to clean the hall after a function.

POLICY STATEMENT

If there is a function in the hall the night before a booking, access to the hall will not be allowed prior to 4:00pm; or

If there is a function in the hall and the fee has been paid for the use of the hall till noon of the next day, no bookings will be made until the following day.

This will allow time for the janitor to clean the hall before the next booking.

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