

# **STORTON LODGE**

## **DOs and DON'Ts**

### **Be prepared.....**

- Bring sufficient bin liners or sacks for all your rubbish.

### **When you enter.....**

- You will find the 'Master' electrical switch on your right, below the fire alarm control box. This switch controls all the lighting and the heating in the main hall. Other heaters are individually switched.
- Please don't stick anything onto the walls.
- Please be mindful of our neighbours when playing loud music and leaving, especially after 9 pm. If we receive complaints, further hire of the Lodge may be refused.
- Do NOT use a smoke machine, as this will set off the fire alarm.
- Do NOT attempt to use the climbing wall. It is strictly out of bounds
- Use of gas cylinders and flammable liquids is NOT permitted

### **Before you leave, please.....**

- Clean and tidy the lodge: we provide brushes and a mop in the store room. **You will be charged if additional cleaning is needed.**

### **When you leave, please.....**

- **Take all your rubbish with you.**
- **Turn off lights and heaters and ensure that external doors are locked.**
- **Turn off master switch, lock front door, close gate(s) and return key.**

### **Emergencies**

- Should the **FIRE ALARM SOUND**, clear the building immediately and contact the Fire Service on 999. For a confirmed false alarm, the alarm may be deactivated by keying 5 to access, then 1 to silence then 2 to reset. Please report all alarms to [stortonlodge@gmail.com](mailto:stortonlodge@gmail.com)
- In an **EMERGENCY** one of the following people should be contacted: Peter (Chair) 07773 437377, Jean (Treasurer) 07799 521433 or Alix (Secretary) 07399 140496