

## **STORTON LODGE**

### **DOs and DON'Ts**

- **Do not attempt to use the climbing wall. It is strictly out of bounds.**
- On entering Storton Lodge switch on the 'Master' electrical switch on the panel below the fire alarm control box. This controls all the lighting circuits and the heating in the main hall. Heaters in the entrance hall and toilet areas are individually switched.
- Please don't stick anything onto the walls
- If you play music, please be mindful of the neighbours. If we receive any complaints of loud music then we reserve the right to refuse you hire of the Lodge in the future.
- If you have a disco do **NOT** use a smoke machine, this will set off the fire alarm.

#### **When you leave.....**

- **PLEASE SWITCH OFF MASTER SWITCH WHEN YOU LEAVE**
- **Please take all your rubbish away with you, we do not provide bin liners or dustbins.**
- Please leave the Lodge clean and tidy, there are brushes and a mop in the store room in the main hall, **you will be charged** if any additional cleaning is needed.
- Please turn off the lights and ensure that the heaters in the Entrance Hall, Toilets and Den are switched off and the front and rear doors are locked.
- Please take all **GAS CYLINDERS AND CARTRIDGES** away with you.
- Should the **FIRE ALARM SOUND**, clear the building immediately and contact the Fire Service. If you are sure this is a false alarm the alarm may be deactivated by keying 5 to access then 1 to silence then 2 to reset. Please ensure you report this to Claire on 871066 in case the alarm needs servicing.
- In an **EMERGENCY** one of the following people should be contacted:  
Claire 871066, Andy 873449



**Please return the key  
to Jack's after use**