

Information for User groups and individuals

Facilities available:

- Hall (will seat up to 80 theatre style with induction loop)
- Kitchen
- Crèche room (suitable for up to 5 under 3s)
- Twrgwyn room (up to 15 people, accessible to wheelchair users)
- Upper room (up to 15 people, up stairs)
- Power point projector, OHP, Flipchart.
- Simple PA system

Times available

- Monday to Saturday, 9.00am to 10pm
- Earlier or later use may be possible with an extra charge.
- Bookings will be made on a first come first served basis, with regular users being able to book a block of sessions

Eligible groups/activities:

The following groups and activities are welcomed

- Individuals
- Community groups
- Clubs and societies
- Voluntary organisations
- Businesses
- Social functions,
- Children's parties,
- Coffee mornings
- Mother and toddler groups
- Training events
- Meetings

Requirements of groups

- Leave the facilities as you found them
- Undertake to be responsible for any damage caused by your group
- Appropriate insurance cover (please discuss this with the bookings manager)
- Abiding by all rules of the Centre, including health and safety, child protection, equal opportunities and Welsh language policies (these can be viewed on request)

Booking Fees:

Whole Centre (3 hour session)	Community groups	Private functions	
		Not for profit	For profit
	£35	£50	£100

Individual rooms, per hour	Community groups		Private functions	
	First hour	Hours thereafter	Not for profit	For profit
Main Hall and Kitchen	£10	£5	£10	£40
Main Hall and Creche	£10	£5	£10	£40
Main Hall, Creche & kitchen	£12	£6	£12	
Meeting room	£5	£3	£5	£20
Meeting room and Creche	£7	£4	£7	
2 Meeting rooms	£7	£4	£7	
2 Meeting rooms and Creche	£10	£5	£10	

- Community groups are groups and clubs based in Bangor which encourage and support community life in Bangor and Arfon by running activities which are open to all.
- Private functions are bookings where entry is restricted to those invited by the organiser. These functions will be charged according to whether the aim is:
 - For profit (ie a business or commercial organisation) or
 - Not for profit, (ie a private party or a voluntary sector group or charity or public body providing training or services or holding a fund raising event)

Payment:

- Regular users shall pay monthly or in suitable instalments
- Single bookings will require a non-refundable deposit of a third of the charge, with the balance being due on or before the day of the booking.

Booking forms:

- These are available from the booking manager (address below)

Activities not allowed:

Because of legal constraints and the trust deed of the owner of the building (Penrallt Baptist Church), the following activities are not allowed:

- Sale or consumption of alcohol
- Gambling (raffles are allowed, but not prize draws)
- Promotion of any religion or worldview other than the Christian faith
- Immoral or illegal activities
- Other activities which the owner may deem inappropriate

If you are not sure, please contact the booking manager.

Bookings Manager: Gwyneth Brindley,
14 Victoria Park, Bangor, Gwynedd LL57 2EW
tel/ffôn: 01248 352682
email/ebost: canolfan@penrallt.org