

Booking information: St Michael's Day Centre

Address: St Michael's Place, Bath, BA1 1SG

Charges for the hire of St. Michael's Day Centre, Bath are detailed below. For all booking enquiries please contact finance@ageukbanes.co.uk or call 01225 466135.

Venue:	St Michael's Day Centre
Evening rate (up to 4 hours):	£40
Daytime rate (up to 4 hours):	£50
Full day rate:	£90
Capacity:	40 +
Availability:	Every evening from 6pm Wednesdays (PM) Saturdays (PM) Sundays (AM/PM)

Facilities:

1. 22 X padded chairs (as pictured in right-hand image above) already in the main room
2. Back room (available on request)
3. 20 X additional chairs (stored in the corridor and back room – available on request)
4. 6 X tables (each seating 4/5 people) already in the main room
5. 7 X additional tables (stored in the back room – available on request)
6. 2 X disabled toilet cubicles with disabled access via the back room (step access via the main room)
7. Wifi (details on request)
8. Projector screen (available on request)
9. Tea/coffee mugs
10. Kitchen & hot water dispenser
11. First aid kit (located in the kitchen on a shelf above the door)
12. Small outdoor seating area

Terms and conditions:

1. All enquiries for room bookings are to be made through Age UK B&NES' Finance department, which can be contacted on 01225 466135 (ext 104) or finance@ageukbanes.co.uk.
2. All bookings require a named contact with contact details who will be responsible for the booking and for ensuring that all members of their group are aware of St Michael's terms and conditions.
3. The keys for St Michael's can be collected from the Little Theatre Cinema next door, and should be dropped through the letterbox of St Michael's itself after use (once the door has been securely locked).
4. Please note that all bookings are made with the expectation and requirement that groups should tidy the room after use, return all furniture to its original place, and ensure that no rubbish is left behind. Similarly, if the kitchen has been used, all items should be washed up and replaced.
5. After use, groups must ensure that all windows are closed and lights turned off.
6. Any specific facilities or pieces of equipment must be requested at the time of booking and are subject to availability.
7. 24 hours' notice is required for any cancellations, otherwise the full charge for the booking will be incurred.
8. There is a NO SMOKING policy throughout St Michael's Centre.
9. Age UK B&NES cannot be held responsible for lost or stolen items, nor can it accept responsibility for injury or loss to person or property arising from use of our premises unless such injury or loss arises as a result of Age UK B&NES' responsibility for health and safety.
10. In case of fire, please evacuate the building as quickly as possible via the main entrance, call the emergency services and assemble in St Michael's Place outside.



Main room



Main room



Back room



Small outdoor area



Main room



Kitchen



The Little Theatre Cinema

Entrance to St Michael's Centre