

POSTING INSTRUCTIONS

Having completed the application over, post to the

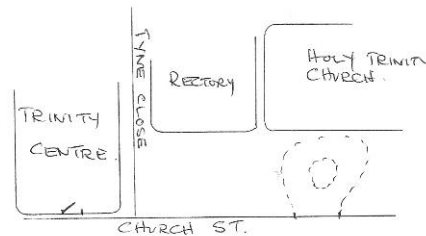
Interior of Church



Interior of Trinity Centre Hall



Sketch showing Trinity Centre in relation to the Church



HOLY TRINITY EPISCOPAL CHURCH

Registered Charity SC003630

Haddington

FOR YOUR SPECIAL EVENTS

*With a licensed
capacity of 120,
It is ideal for:*

- Small concerts
- Recitals
- Readings
- Quiet days
- Conferences
- Weddings

as a stand-alone venue
or in conjunction with
the Trinity Centre

THE FACILITIES

include :

- **Comfortable chairs**
- **Excellent acoustics**
- **Amplification with Loop**
- **Warm, calm ambience**
- **Mini-grand Piano & Organ**
- **Parking**

There is only one unisex toilet in the building but the three toilets including one disabled in the Trinity Centre can be made available if required & where there is also a kitchen

The Trinity Centre was recently restored and improved to a very high standard in 2004 with assistance from a number of charities including the Lottery , Children in Need and the Local Council so that its principle use could be for the benefit of the local community. See separate leaflet.

CONTACT ADDRESS

**The Vestry Secretary
c/o Trinity Centre
Church St
Haddington
EH41 3EX**

YOUR SPECIAL NEEDS ?

You may have special requirement for some visual aid equipment or similar. Check with the Secretary who may be able to assist

CONDITIONS

There are strict Public Entertainment Licensing arrangements and an absolute maximum of 120 persons (under review) including performers are allowed.

A Fire & Safety code exists which organisers must have read and observe.

THE CHARGES (2009/10)

The Church including heating and Public Entertainment Licence is £15 per hour for assemblies but only £11.00 per hour for rehearsals.

Trinity Centre charge is £11.00 per hour.

Invoices will be issued by the Secretary to whom payment should be paid within 7 days

APPLICATION

Tear off

I am interested in using the Holy Trinity Church for :

On (date) _____

at (times) _____

I have checked the diary in the church vestibule and the date is available

My contact is :

Name _____

Address _____

Phone _____

See over for posting detail

The Vestry Secretary will contact to discuss and confirm the arrangements.