



**Girlguiding**

*girls in the lead*

Thame District

## Thame District Girlguiding Headquarters

There are 2 halls available for hire and there is disabled access to the headquarters.

### Large hall

11.8m x 7.75m, 91.45 sq metres  
Approx. 50 people seated, 100 standing  
Wooden flooring  
Audio hearing loops

8.5m x 6.25m, 53.13 sq metres  
Approx. 25 people seated, 40 standing  
Carpet tile flooring  
Audio hearing loops  
Pull down screen

### Small hall

Tables and chairs are available for use for both halls.

### Kitchen

There is a kitchen between the 2 halls with separate serving hatches from the kitchen to each hall. One side of the kitchen services the large hall and the other the small hall when both halls are booked out at the same time.

### Toilets:

There are 2 sets of toilets, one off the large hall and one off the main entrance hall, which includes a disabled toilet.

### Parking:

There are 13 spaces which includes one disabled parking space. If you are parking in the car park for more than 2 hours Mon to Fri you may need a permit. There is no cost for this and details of who to contact to obtain permits will be given when booking.

### Cost of hire:

Large hall - £18 per hour/ charity rate £12 per hour  
Small hall - £12 per hour/ charity rate £8 per hour

Please note that with effect from 1<sup>st</sup> September 2010 hire charges will increase by £1 per hour for all hirings.

Events must be finished and cleared away by 11:30 pm.

For more details please see the terms and conditions on the website at [www.thameguides.org.uk](http://www.thameguides.org.uk)

If you would like to have a look around the headquarters please contact **Sally Brentnall** Tel: **01844 261984** who will be happy to show you around.

If you would like to make a booking please contact **Linda Smith** Tel: **01844 260700** or Email: [bookings@thameguides.org.uk](mailto:bookings@thameguides.org.uk) to check availability.

Once we have dates and times, a provisional booking will be made which will be confirmed on receipt of payment and the signed booking form.