

WILLOUGHBY VILLAGE HALL.

"POINTS FOR GUIDANCE"

OIL-FIRED CENTRAL HEATING SYSTEM.

1. The time clock and main switch situated at the rear of the stage must never be tampered with.
2. The system may only be switched on by the Caretaker or Secretary.
3. The system must be switched off at the termination of the hire, by the Hirer (if not switched off during the hire).
4. The system is thermostatically controlled to provide a Main Hall temperature of between 75° - 80° F. (25 to 27 C). Should ventilation be required, opening of the upper casements of the side windows should suffice.
5. The system will be switched on one hour prior to the booking time dependent on outside temperature of below 45° F (9° C).
6. If the hirer is unsure of anything appertaining to the system whilst in operation, he/shre should switch off the system immediately and notify the Hall Secretary or Chairman.