NORTH WEST COMMUNITY SERVICES INC SAM LANE COMPLEX PARK STREET RIVERSTONE NSW 2765 PHONE: 9627 3622 FAX: 9627 3225

> reception@nwcs.org.au www.nwcs.org.au

HALL HIRE INFORMATION

PLEASE TAKE THE TIME TO READ THROUGH
THE ATTACHED DOCUMENTS

THANK YOU!

POLICE, AMBULANCE & FIRE 000

BLACKTOWN CITY COUNCIL
After hours emergency 1300 133 491



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REMINDER

Before you leave the Hall please ensure that:

- All internal lights, fans and air conditioner are turned OFF
- All tables and bench tops are wiped clean
- Toilets are clean
- Bins are empty and garbage is removed from the building
- All doors are closed and LOCKED
- Car park is clean and tidy
- Please report any faults or breakages as soon as possible 9627 3622.



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REMINDER

YOU ARE REQUIRED TO EVACUATE THE BUILDING WHEN AN AUDIBLE ALARM SOUND IS HEARD.

AFTER LEAVING THE BUILDING PLEASE CONTACT 000 AND COUNCIL 1300 133 491.

PLEASE WAIT UNTIL THE ALARM STOPS OR YOU ARE ADVISED BY THE FIRE BRIGADE OR COUNCIL OFFICERS BEFORE RE-ENTERING THE BUILDING.



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EVACUATION

POINT

THE EVACUATION MEETING POINT IS LOCATED AT THE GRASS PADDOCK BEHIND THE SENIORS HALL ON PARK STREET







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RUBBISH

KINDLY PLACE ALL RUBBISH IN THE BINS PROVIDED BEHIND THE LARGE SENIOR CITIZENS HALL.





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NO SMOKING IN THE HALL





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AFTER HOURS CONTACT

This Building is the property of Blacktown City Council.

Council has an emergency after hours number to contact should there be an issue with electricity, plumbing, water supply, alarms or similar maintenance problems.



AFTER HOURS EMERGENCY 1300 133 491

