



Bald Hills Uniting Church

Entry Instructions



2131 Gympie Road, Bald Hills Qld 4036

Note: To gain access you will need the 4 digit code provided by Communityfy.

- The key safe is located on the wall on the left of the entrance door.
- Open the cover by pulling down from the top. Rotate the 4 dials to the code you have been provided. Open the safe by pressing down on the latch in the direction of the arrow. Extract the key and open the door.
- The main light and fan switches are immediately to the right of the entry.
- There are two light switches located on the wall on the left of the piano and the stage light switch on the wall on the right of the piano.
- If the kitchen door is closed and locked, the key is hanging on the hook to the left of the kitchen door.

Emergency Information

- Fire extinguishers are located beside both entry doors, in the kitchen, the meeting room and the storage room.
- First aid kit is in the cupboard above the fridge.
- Fire blanket is located on the kitchen wall.
- Please make sure you have read and understood the Emergency Evacuation information on the Communityfy website.

Bald Hills Uniting Church bookings: bookings.communify.org.au

If you have a problem/emergency during your booking, contact the appropriate number below:

Emergency Services: 000

Urgent venue matters: 0401 304 099





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Exit Instructions



Please help us keep this community space clean and tidy for the next group.

- Dispose of all rubbish in to the Brisbane City Council bin located outside along the fence near the bus stop.
- Pack and turn on the dishwasher.
- Wash, dry and put away any other utensils used.
- Return all chairs and tables used to their designated areas.
- Remove all food and drinks from the fridge (if applicable).
- Sweep and mop floors (if applicable).
- Take down all decorations (if applicable).
- Place the keys back in to the key safe and spin the numbers to remove the code.

Please email us (with photos) at communityspaces@communify.org.au if you arrive and the venue has not been left in acceptable manner. If you find that any cleaning products / tools are running low, please let us know.

Thank you for using a Communify managed venue, we hope to see you again!

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