



Churchill Hall Association



Alumni Weekend 2018

In order to ensure you have an enjoyable stay we wish to provide you with the information you will need on arrival for your stay and on departing:



- 1) Porters Lodge
- 2) Holmes Car Park
- 3) The Holmes
- 4) Wills dining hall

Emergencies/Problems

Tele 0117 92 87848

Out of hours duty mobile

Tele. 07971 474052

Churchill Hall, Stoke Park Road, Stoke Bishop, Bristol, BS9 1JG

Checking in

You can gain access to your room from 2 pm on the day of your arrival and must vacate the room by 4 pm on the day of your departure.

Arriving between 2 pm and 5 pm on Friday

Please collect your keys and car parking sticker from the porter's lodge (please see map for location). You are very welcome to drive to the porters lodge to collect keys before relocating to The Holmes car park.

There may be short periods of time when staff members are attending to matters around the hall. Please wait, they should return within a few minutes.

Arriving at any other time

To collect your keys, please call **07971 474052** and someone will meet you at the door to The Holmes to assist you.

Parking

Parking is available in the walled car park within The Holmes grounds. To reach it please turn into The Holmes' driveway and then go right as the drive splits (please see map for location).

You must display the supplied Car Parking Slicker

Breakfast

Breakfast will be served in the Wills Hall dining room between 8 am and 9 am on Saturday and Sunday morning (please see map for directions).

Checking out

Please leave your accommodation no later than 4 pm on your day of departure.

Once you're packed and ready to vacate the room, please leave the keys to the room clearly visible on the desk and then exit the building.

Facilities

In your room

Guidance on important numbers, fire procedures and details about staying with us.

Bed linen and towels.

Facilities to make tea/coffee.

Desk and chair with plug sockets (building is WiFi enabled and available to guests).

Wardrobe (please provide own hangers).

Full length mirror.

In the kitchen

Cooker with hob.

Fridge and freezer.

Toaster.

Kettle.

Microwave.

Bin and recycling boxes.

Table and chairs.

Please note that crockery, cutlery and cooking utensils are not provided.

In the building

Ironing board with iron.

Vacuum cleaner.

In the grounds

Smoking shelter in car park.