

## PUBLIC ACCESS STATEMENT

Please provide, on the applicant organisation's headed paper (where available), a signed and dated **Public Access Statement** setting out your details of the following:

- Confirmation that the facility is available to hire to the general adult public for more than the equivalent of 104 days per year (this may comprise evenings, weekends or holiday periods).
- Detail how, where, and how frequently, you will publicise that the facility is for hire. Indicate the costs of hire.
- Indicate how the facility can be booked. Confirm that that you will provide, if required by Community First, records of any income from hire charges. Confirm that any income generated by the facility will only be spent on the facility.

NB This is **not** an Access Statement but only an indication of the minimum of detail that you should include in your own Statement.