

TULLA COURTHOUSE



Guidelines for Use and Booking Conditions

Tulla Courthouse welcomes everyone to use its fantastic local facility. We encourage all local groups and corporate clients to use the facility as a great place to host your events

Bookings and payments can be made by calling the Booking Officer on the following number 065 -683168. (Rental rates quoted on request). User groups can check availability on the website www.tulla.ie.

Booking Regulations

1. Each user group or company will be required each year to update contact and insurance details.
2. Dates and times must be booked on-line or confirmed with the Booking Officer.
3. Large groups or events must indicate if further numbers of rooms are required.
4. Storage space for regular groups may be provided at the discretion of the Committee.

Any storage must be kept clean and tidy in a safe manner. Stored items are at the user groups risk.

5. Users of the centre should respect other users by not entering the rooms (other than toilet facility access) until their booked time commences.
6. Bookings will not be accepted if payment is outstanding.
7. All user groups must check availability of rooms on-line and confirm with the booking officer which rooms they require and for how long.
8. Stage lighting / sound system is available for hire and must be booked with Booking Officer.
9. Preparation and clean-up time must be booked and confirmed with the Booking Officer.
10. It is the onus of the user groups to clearly familiarise themselves with the fire and safety procedures of the Courthouse.

Stage and Public Event Booking Requirements

A deposit of €200 in advance is required for each stage or one off public event. This is refundable within two weeks of the event subject to the following conditions.

1. On the night of the event the following must be done;
Clean up completed.
Chairs returned to storage area.
Rubbish removed from all the rooms and Brought away from the Courthouse.
2. Within 2 Weeks
All stage and/ or ancillary materials must be removed or the deposit shall be forfeited.

Payment Rules

1. All confirmed bookings are subject to payment. Users can also pay by cheque or cash to the booking officer
2. Payment arrangements should be made via the Booking Officer and all cheques made payable to Tulla Courthouse.

Distance from:

Ennis: 15mins

Limerick: 35mins

Galway: 50mins

Contact Details:

Phone: 0656831648

Email: tullacooffice@eircom.net

ALSO IN TULLA COURTHOUSE:

St. Francis Credit Union office:

Open Thursdays 1pm – 6pm,

Friday 11am to 6pm

Saturday 11am to 1.30pm.

Tulla Country Market and Coffee Shop:

Saturdays 10.30am -12.30pm.