

## **Borrowing the Loan Boxes**

Each school can borrow one box for up to a term at a time, subject to availability.

Boxes are £36 (inc VAT) each per term, or £18 (inc VAT) for half a term, or £6 (inc VAT) for a week. Payment can be by cash or cheque (the latter to be made payable to Havering Museum Ltd).

Individuals can also hire boxes for events, talks, etc. at the cost of £1 per day.

Please refer all enquiries to <u>collections@haveringmuseum.org.uk</u> with the subject line "Loan Box"

Boxes are to be collected by the participating school from Havering Museum, Wednesday to Friday, II - 4pm. Please ring beforehand to let us know what time you will pick them up and also to arrange a time to return them once the term is completed. Parking is available nearby in the Brewery Centre and the Angel Way multi-storey and in the market on Thursdays.

We reserve the right to withhold individual items for use in exhibitions or inhouse handling sessions when necessary.

The Loan Boxes that are available are:

- Archaeology
- Tudorbethan
- Victorian School
- First World War
- Second World War
- The 20<sup>th</sup> Century
- Havering Local History
- Health and Medicine
- Traditional Toys

We may also be able to make tailored boxes. Please email the Collections Team at the above address to discuss your requirements.