

Mosque visit booking form.

Name of visiting organisation: _____

Contact Person: _____

Organisation's Address: _____

_____ Post Code: _____

Contact Number: _____ E-mail: _____

Purpose/nature of the visit: (please state briefly.): _____

Date and Time of planned visit: _____

Visitors' information

Approximate number of visitors: _____ Age group: _____

Any special requirements or additional comments i.e. wheelchair access/lift etc: _____

Declaration

Please note that this form is for initial booking enquiry. It does not guarantee that your visit has been accepted at the dates and times you stated. Written confirmation will be sent to you confirming your visit. Although we endeavour to meet your requirements, in extreme circumstances, your visit could be cancelled on the day. A representative from the mosque will contact you if it is such the case. For further information regarding your visit, please read our visitors guidance notes or call us on 01642 245855

By signing the declaration below you agree to have read the visitors guidance notes attached.

Sign: _____ Date: _____

You can send this form to;

- enquiries@jamiamasjidmiddlesbrough.org.uk or
- Jamia Masjid Al Madina, 133a Waterloo Road, Middlesbrough, TS1 3JB

Office Use only:

Date received:

Initials:

Visitors Guidance notes.

All visits to the mosque must be confirmed in writing (electronically is accepted) from the visiting organisation and from the mosque admin office. General visiting times will be between the hours of 10am and 3pm. We have a number of different members of the mosque allocated to receive and host the visiting organisation.

A standard visit of the mosque consists of the following:

- A guided tour of the mosque building accompanied by facts and information
- Q&A / discussion session
- Depending on your time of visit, an observation of one of the daily prayers
- We also have snacks or treats for younger children which are distributed with the permission of the visiting organisation. **Please do let us know if any of the children suffer from allergies.**

Dress code

All adults and children above the age of 12 years old are requested to observe modest dress. A standard school uniform is quite appropriate except for that which may expose a part of the body such as legs. Female visitors may choose to cover their head if they wish to show respect to other worshippers or to enhance their experience, this is entirely optional.

Young children under the age of 12 are not considered to be adults and may dress as they do in school unless they wish to adopt any part of the Muslim attire for the visit (hat/scarf) to enhance their experience.

General Rules

All visitors are requested to:

- Respect other worshippers inside the mosque.
- Remove their shoes in certain areas of the mosque (clear instructions will be given by your host).
- Keep food and drink out of the mosque, except areas that have been designated for eating.
- Not bring any animals in to the mosque.
- Keep the mosque clean by disposing of their litter in receptacles provided in the eating areas.
- Abide by the general rules of the mosque as displayed on notices around the building.
- No smoking in the mosque.
- No running in the mosque.
- No swearing or rude gestures in the mosque.