



## **Chestnut Hill United Church**

**8812 Germantown Avenue, Philadelphia, PA 19118 • phone: (215)-242-9321**

**Directions:** The church is on the west side of Germantown Avenue across the street from the Chestnut Hill Hospital. Easily Accessible via SEPTA. If driving, enter to the right of the white house, located to the right of the church.

**Parking:** Readily available in the lot at the church (17 spaces). **Do not** park in the Women's Center lot across the street. Enter to the right of the white house, located to the right of the church.

**Personnel:** Karen B. is the office administrator who can answer your questions or arrange a site visit. She can be reached at 215-242-9321 (weekdays 8AM-1PM) or [churchadministrator@chestnuthillunited.org](mailto:churchadministrator@chestnuthillunited.org).

### **General Rules:**

- **Please check with the MALT office about obtaining a key!**
- Arrive early to allow plenty of time to get settled before students arrive.
- Please post MALT signs to direct students to their class.
- Be flexible. Remember we are guests of the church.
- Turn off all lights, close any windows you opened, and leave the room as you found it (or better!). Please close doors firmly when you leave & check that they are locked.
- Have fun! Enjoy your course!

### **Room Information:**

- You will need to get a key from the MALT office. There is a \$10 charge for a lost key.
- **Anders Hall**
  - Enter via the covered stairs, located on the back of the church as you walk from the parking lot to the building.
  - Extra tables and chairs are located in the storage cabinets along the wall, the teacher is responsible for setting up and breaking down.
- **Parsonage Conference Room**
  - Located in the White House next to the church.
  - There are two keys for this room, one to the Parsonage building and one for the Conference Room.
  - Enter through the white door with the wheelchair accessible ramp
  - Upon entering, turn right and the conference room will be on the right after the stairs.
  - Please do NOT enter the second floor.
  - There is an HDMI cable and Apple TV available for any A/V needs
  - Accommodates up to 10 students

### **WIFI Info:**

- Parsonage (Conference Room)
  - Wifi network: TP-Link-D34C
  - Password: GreenJeans1
- Sanctuary (Anders Hall)
  - Wifi network: Sanctuary
  - Password: GreenJeans2

