

# Room Hire & Event Space

## GENERAL ROOM HIRE | Monday - Friday 8am-5pm



Duration / Hire Area	Market Hall	Community Room	Board Room
Per Hour	£33 +VAT	£27.50 +VAT	£27.50 +VAT
Half Day (4 hours)	£120 +VAT	£100 +VAT	£100 +VAT
Full Day (8 hours)	£250 +VAT	£190 +VAT	£190 +VAT
After Hours 5-9PM / Per Hour	£40 +VAT	£40 +VAT	£40 +VAT
4 Hours	£150 +VAT	£150 +VAT	£150 +VAT

## CHARITY RATE | Monday - Friday 8am-5pm (Charity number is required for these rates)

Duration / Hire Area	Market Hall	Community Room	Board Room
Per Hour	£23	£21	£21
Half Day (4 hours)	£85	£70	£70
Full Day (8 hours)	£170	£130	£130
After Hours 5-9PM / Per Hour	£28	£25	£25
4 Hours	£100	£90	£90

### EQUIPMENT HIRE

Projector & Screen	£54 + VAT
Screen	£10 + VAT
Flip Chart & Paper	£7.50 + VAT
Portable Speakers	£20 + VAT
Mixer & 2 x Speakers	£50 + VAT
Black Banqueting Chairs	£1 + VAT Per Chair

### CATERING HIRE

Tea & Coffee	£1.00
Tea & Coffee & Selection of Biscuits	£1.50
Tea & Coffee & Selection of Scones & Butter	£2.00
Jam Portion	£0.50

### EXTRA CHARGES

High electric usage items incur an extra charge

Charges apply to room usage times (including set-up and clean up) not event times.