



COMMERCIAL

Approved at Budget Working Party 2009

Prices for the year April 2010 - March 2011
(All prices are subject to VAT at the current rate)

Charge per hour £	Week day				Saturday				Sunday / Bank Holidays		
	8am-6pm	6pm-11pm	After 11pm	All day 8am - 11pm	8am - 6pm	6pm - 11pm	After 11pm	All day 8am - 11pm	All day 10am - 6pm	After 6pm (upon request)	De-rig per day
Festival Hall *	24.91	44.70	74.57	397.11	31.07	55.92	93.12	496.25	456.71	57.22	378.12
Rose Room *	19.08	35.64	59.24	308.02	23.86	44.55	74.06	385.06	354.19	44.43	-
Meeting Room	7.14	14.29	46.98	94.84	8.97	17.87	59.32	118.56	109.04	13.61	-
Green Room	9.57	19.08	47.45	165.95	11.99	23.86	59.32	207.39	190.81	23.99	-
Council Chamber	14.29	28.50	47.45	248.84	17.83	35.64	59.32	311.05	286.05	35.87	-

Portable Dance Floor per hire £74.51

Crockery/Cutlery - separate price list available on request

*Returnable Deposit required (subject to deduction for any additional cleaning etc. that may be necessary)

Festival Hall Deposit £250 **NO VAT**
Rose Room Deposit £250 **NO VAT**

Hirers of the Festival Hall for Theatrical Performances/Concerts are able to hire the Rose Room for refreshments at a standard charge of two hours

NB: 10% of Invoice total will be charged for one-off events (eg Birthday party) to be covered by the Town Councils Hirers Public Liability Insurance

Charges for the Festival Hall include use of the foyer, upright piano, Green Room (as appropriate i.e. when stage is used for entertainment) plus use of kitchen if the event requires catering facilities.

Charges for the Rose Room include use of the toilets adjoining them and the use of the kitchen to the rear of the Festival Hall.

Rose Room bookings have priority over kitchen facilities when both Festival Hall and Rose Room are booked at the same time.

Engagements for Exhibitions or other commercial purposes may be charged extra at the discretion of the Council over the appropriate scale as shown.

Cancellation charges

- if notified 8 weeks in advance	- no charge
- if notified less than 8 weeks in advance	- 50% of hire cost (excluding deposit)
- if notified less than 7 days	100% of hire cost (excluding deposit)