

WEEKEND SCHEDULE OF CHARGES
1ST APRIL 2010 TO 31ST MARCH 2011

A non-refundable deposit of 25% of the hire charge per day is required for bookings of all halls.

	Saturday	each	Sunday	each
	Min hire	extra	Min hire	extra
	charge	hour	charge	hour
<u>York House</u> - Regular hirers, voluntary groups & charities				
Clarendon Hall	£360	£60	£420	£70
Hyde Room	£240	£40	£300	£50
Clarendon/Hyde Suite	£480	£80	£630	£105
Salon	£240	£60	£240	£60
Terrace Rooms	£240	£60	£240	£60
Council Chamber	£240	£60	£240	£60
<u>York House</u> – One-off social functions				
Clarendon Hall	£1620	£270	£1620	£270
Hyde Room	£1200	£200	£1200	£200
Clarendon/Hyde Suite	£2280	£380	£2280	£380
Salon	£700	£175	£700	£175
Terrace Rooms	£700	£175	£700	£175
20% discount for Borough residents				
<u>Civil Marriage Ceremonies</u> (room hire)				
Terrace Room or Salon	£650		£650	
20% discount for Borough residents				
<u>Sheen Lane</u> Regular hirers, voluntary groups & charities				
Large Hall	£220	£55	£260	£65
Small Area	£140	£35	£180	£45
Stage End	£180	£45	£200	£50
<u>Sheen Lane</u> – One-off social functions				
Large Hall	£570	£95	£630	£105
Small Area	£450	£75	£510	£85
Stage End	£510	£85	£570	£95
20% discount for Borough residents				
<u>Murray Park</u>	£120	£30	£140	£35
<u>Bullen Hall</u>	£100	£25	£120	£30



**WEEKDAY, DAYTIME AND EVENING SCHEDULE OF CHARGES
1ST APRIL 2010 TO 31ST MARCH 2011**

A non-refundable deposit of 25% of the hire charge per day is required for bookings of all halls. Evening charges commence at 6pm.

	Daytime Min hire charge	each extra hour	Evening Min hire charge	each extra hour
<u>York House</u>				
Clarendon Hall	£84	£42	£114	£57
Hyde Room	£52	£26	£76	£38
Clarendon/Hyde Suite	£120	£60	£170	£85
Salon *	-	-	£94	£47
Terrace Rooms *	-	-	£94	£47
Council Chamber *	-	-	£94	£47
* Restricted use – Wednesday and Friday evenings only				
<u>York House – Weekdays</u> - one-off social functions				
Clarendon Hall	£1020	£170	£1020	£170
Hyde Room	£750	£125	£750	£125
Clarendon/Hyde Suite	£1440	£240	£1440	£240
Salon**	-	-	£700	£175
Terrace**	-	-	£700	£175
** Rooms available Friday afternoons only for marriage ceremonies/receptions 20% discount for Borough residents				
<u>Civil Marriage Ceremonies</u> (room hire)				
Terrace Room or Salon	£650	-	-	-
20% discount for Borough residents				
<u>Sheen Lane</u>				
Large Hall	£80	£40	£110	£55
Small Area	£50	£25	£70	£35
Stage End	£70	£35	£90	£45
<u>Sheen Lane</u> – one-off social functions (Friday only)				
Large Hall	£570	£95	£570	£95
Small Area	£450	£75	£450	£75
Stage End	£510	£85	£510	£85
<u>Murray Park</u>	£54	£27	£60	£30
<u>Bullen Hall</u>	£50	£25	£50	£25

NOTES

1. York House
 - use of full stage lighting (Clarendon Hall) £85.11 + VAT per day
 - amplification equipment (Clarendon Hall) £55.32 + VAT per day
(plus additional charge if electrician is required to be in attendance)
 - erection of banner £170.21 + VAT

2. York House - the following refundable deposits are required for social bookings:

Salon	£250
Terrace Rooms	£250
Hyde Room	£200
Clarendon Hall/Hyde Room	£500

3. Sheen Lane Centre, Murray Park Hall and Bullen Hall - a refundable deposit of £50 to £350 (based on type of function) is required for social bookings.

4. In exceptional circumstances extensions after 12 midnight are granted at York House. A surcharge is applicable to cover extra staff costs for extensions and for bookings on bank holidays.

5. Discounts:

A discount of 20% is allowed for local voluntary organisations and charities except for licensed events that are open to the public. This is not applicable to weekend bookings at York House between 1 April and 30 September inclusive when the premium rate applies (see note 8)

The following block booking discounts apply to a total of six or more bookings (on separate days):

 - 30% reduction weekdays between 9am and 6pm
 - 20% reduction evenings after 6pm and weekends

Where a block booking discount has been given the full letting charges will apply and no reimbursement of fees will be given due to cancellation by hirers.

6. All charges for lettings for functions promoted wholly or partly for private profit, and for corporate entertainment, will be increased by a minimum of 50% subject to negotiation.

7. There is an additional charge of 5% in respect of the performance of copyright music.

8. The premium rate is applicable to all weekend bookings at York House between 1 April and 30 September inclusive.

9. Local voluntary organisations or charities booking for five or more consecutive days may negotiate an additional discount.

10. Hire periods at York House during the weekends are subject to the following minimum hire period (excluding marriage ceremonies):
 - Clarendon Hall and Hyde Room - six hours
 - Salon and Terrace Rooms - four hoursA reduced hire period can be negotiated for the use of the Salon and Terrace Rooms when used in conjunction with other rooms.
11. Reduced rates can be negotiated to assist new regular weekly hirers to become established for an initial three-month period, in selected halls only.
12. There is an additional charge, at the market rate, for each door steward required at all social events to comply with licensing requirements. A quote will be supplied at the time of booking.
13. These new charges apply to all hirings taking place between 1.4.2010 and 31.3.2011 and not the prices prevailing at the time of booking.