

HOUGHTON & WYTON MEMORIAL HALL
Registered Charity No.204779



HIRING – SCALE OF CHARGES AS AT 1 APRIL 2006
(Time booked must include setting-up and clearing-up time)

1. <u>HALL/ROOM USE</u>	<u>MAIN HALL</u>	<u>HADLEY ROOM</u>
(Includes <i>basic</i> use of Kitchen, i.e. Tea and Coffee Making Facilities and/or Microwave & Dishwasher Use)		
a. Village/Charity/Youth Organisations:		
Fundraising Bookings - Per Event	£22	£10
	<u>£ per hour</u>	<u>£ per hour</u>
1 or more Bookings per week	6	4
Regular Users	8	5
Other Users	10	6
b. Commercial Use		
Regular Users	10	6
Other Users	12	8
c. Private Events		
Daytime (up to 6pm)	10	6
Evening (after 6pm)	15	8

2. KITCHEN USE - Full Cooking Facilities including Oven, Hob & Hot Cupboard

- a. For the first 3 hours - £20 Every hour thereafter - £5
- b. When used in conjunction with the Main Hall/Hadley Room - per event £20

3. INSURANCE

Surcharge for non-commercial users who do not have their own Public Liability insurance will be £2 per hour. Commercial users MUST have their own insurance. Proof of insurance cover must be provided to the Management Committee.

4. VARIATION OF CHARGES

The Management Committee reserves the right to vary the above charges with three (3) months' notice to current regular users and at any time for occasional use and/or when exceptional circumstances apply, e.g. a special service being provided for the village.