Westoning Village Hall

*Please read the Conditions of Hire before completing the Booking Form*

# **Scale Of Charges** (with effect from 1 September 2023)

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| --- | --- | --- | --- | --- |
|  | **Westoning Voluntary Group** | **Westoning Residents** | **Non Westoning** | **Commercial** |
| Mon – Fri up to 1800 | £6.50 per hour 3 hour session | £10 per hour | £12 per hour |  |
| Mon – Fri 1800 - 2400 | £6.50 per hour 3 hour session | £11 per hour | £13 per hour |  |
| Sat – Sun up to 1800 | £8 per hour | £11 per hour minimum 4 hours | £13 per hour minimum 4 hours |  |
| Sat – Sun 1800 - 2400 | £8 per hour | £13 per hour minimum 5 hours | £15 per hour minimum 5 hours |  |
| Fundraiser | £10 per hour | £10 per hour | £13 per hour |  |
| Activities/ Classes etc |  |  |  | £13 per hours minimum 1.5 hrs |
| Promotions/ Sales etc |  |  |  | £15 per hour minimum 5 hours |

**N.B. All hire times must include sufficient setting up and clearing away time**

*Any booking which exceeds its allotted time by more than 15 minutes will incur*

*an additional appropriate hourly charge*

* The Hirer (the person signing the Booking Form) must be a responsible adult and shall be in attendance throughout the booking.
* Cancellations: 50% of the hiring fee will be charged if cancelled less than 14 days before the event date.
* A £50 returnable deposit is required at least 30 days before the event (cash or cleared cheque). This will be returned (as a cheque) within 30 days of the event following a daylight inspection of the premises/facilities for damage/undue wear and tear. **Charges for repair of damage and/or rubbish removal and extra cleaning will be levied before return of the (remaining) deposit.**
* The Hall is not for hire for teenage (aged 13-19 yrs) disco/rave/dance-type party event whether or not tickets are sold to the public.
* Wheeled footwear, trampolines etc, are not allowed to be used inside or outside the hall.
* Bouncy castles may be accepted subject to certain restrictions
* The Committee reserves the right to refuse any hiring request without giving reasons.

## Certain bookings where alcohol is sold or provided have an additional £21 Licensing charge.

* Our Premises Licence (music, dancing, singing, etc) include the following maximum capacities (please note there are only 80 chairs in the hall):

*Closely Seated Audience 170 max Disco or Dances 170 max Dining 90 max*

*Whist Drives or Bingo 90 max Dancing and Dining 75 max*