



QUAINTON MEMORIAL HALL
HIRE CHARGES EFFECTIVE FROM 1ST JANUARY 2012

	PARISH	NON PARISH
MAIN HALL		
Regular users, badminton, toddlers, 'Not for profit' classes (up to 3 hours)	£22	£36
Day Centre, coffee mornings, bingo, whist drive	£43	£66
Parties ending before 6.00pm (up to 3 hours)	£43	£66
Fetes, table top sales, concerts, parties over 3 hours (ending before 6.00pm)	£50	£74
Quizzes, suppers and events not involving dancing (starting after 6.00pm)	£131	£200
Parties, dances, discos (starting after 6.00 pm)		
- Ending by 10.30 pm	£141	£210
- Ending after 10.30 pm	£163	£247
Trade shows, elections, training days	£210	£315
COMMITTEE ROOM		
Meetings, discussion groups (up to 3 hours)	£16	£32
Day (finishing before 6pm)	£47	£95
INTERVIEW ROOM		
Per session (up to 2 hours)	£6.50	£13
Day (finishing before 6pm)	£21	£42
MAIN HALL PLUS ALL FACILITIES ALL DAY		
Weddings, Corporate Days	£300	£473

A 20% discount will be offered on the lower hire rate where there is concurrent hire of two rooms, Main Hall, Committee Room or Interview Room.

All hirings of a commercial or semi-commercial nature will be charged at the 'non parish' rate.

CANCELLATION CHARGE

For cancellations **more than 1 month** in advance of the booking hire charges will be refunded in full.

For cancellations **more than 7 days but less than a month** in advance of the booking a refund of 50% of the hire charge will be made.

For cancellations **within 7 days** of the booking a refund of 25% of the hire charge will be made. However cancellation charges will be reduced by the value of any alternative income achievable on re-letting the space

In all scenarios refunds will be attract a £5 administration charge.

DAMAGE AND CONTRACT DEPOSIT (payable not less than 1 week in advance of hire)

Weddings, parties after 6 pm, dances, discos	£250
All other hires	£150

Notes

Parish rate applies to hires by residents of Quainton Parish (as defined by the electoral register) for personal use or where it can be shown clearly that the majority of users within the hire are themselves residents.

Main Hall hire includes use of the kitchen and in the case of evening events and trade shows/training days use, when required, of the servery/bar.

The kitchen will be available to Committee Room hirers at no extra charge at times when not in use by Main Hall users. In instances where the kitchen is in use Committee Room users may use the tea and coffee making facilities in the servery (when not also in use by the Main Hall hirer as a bar)

For 'Main Hall and All Facilities' hires, shared access to the reception area and adjoining Interview Room is required for the period of the 4 weekly Doctors surgeries (usually no more than 1 hour). **These are currently held on Tuesday mornings, Wednesday afternoons and Friday morning and afternoons.**

Additional charges

Call out of hall staff to reset the fire panel/kill fire bells through a false alarm howsoever caused (note the use of smoke machines in the main hall and {illegal} smoking in the toilets will cause the alarms to go off) £25

Hire of wooden trestle tables for external use	Per table	£2
Hire of wooden collapsible chairs for external use	Per chair	£0.75

(minimum charge for furniture hire £5)

Additional function services (subject to availability)

Staging – hire, construction and demounting by hall staff

Per module (2m x 1m), standard height (approx 35cm) £5
Surcharge for super height (which then requires the steps) + 75%
Minimum charge per hire £20

Voiles – hire, construction and demounting by hall staff

Function hire for either 2 or 3 runs of voile chosen from our stock of colours £80

(Further colours, perhaps to match a bridal theme, can be sourced at additional cost. This will vary but estimate on £35 to £50 per run).