



**QUAINTON MEMORIAL HALL**  
**HIRE CHARGES EFFECTIVE FROM 1<sup>st</sup> September 2019**

	<b>PARISH</b>	<b>NON PARISH</b>
<b>Single One hour sessions MAIN HALL</b> (subject to availability) Day or Evening	£15	£20
 <b>MAIN HALL (including kitchen)</b>		
Regular Users (eg. sports, keep fit, clubs, social clubs) Up to 3 hours (day or evening)	£23	£30
One off bookings – <b>ending by 6pm</b> 1- 3hours	£45	£68
More than 3 hours	£52	£76
One off bookings – <b>starting after 6pm</b> Quizzes and similar events	£135	£210
Parties, dances, discos	£170	£255
 <b>COMMITTEE ROOM</b>		
<b>minimum 3 hours</b> , then hourly	£6 per hour ( <b>min £18</b> )	£10 per hour ( <b>min £30</b> )
 <b>ALL FACILITIES, ALL DAY</b> eg. <b>weddings, family functions, celebrations</b>		
Weekends (Saturdays or Sundays)	£300	£473
Mid-week	£246	£390
Weekend Parties - Setting up Friday 1pm onwards, clear up before Sunday midday	£100	£100
 <b>INTERVIEW ROOM</b>		
Per session – price on application	Please ask	Please ask
 <b>OTHER BOOKINGS:</b>		
Elections	£220	N/A
Commercial Hire Mon-Sat, 9am -5pm	N/A	£150
Sunday, 10am – 5pm	N/A	£100

**Hire charges to be paid before the event. Keys will be available once the hire charge has been paid.**

## **CANCELLATION CHARGE**

For cancellations **more than 1 month** in advance of the event , there is no charge and any deposit paid will be refunded in full-

For cancellations **more than 7 days but less than a month** in advance of the event , a charge of 50% of the hire charge is made, offset by any deposit already paid.

For cancellations **within 7 days** of the event, a charge of 75% of the hire charge is made, offset by any deposit already paid.

In each case, any cancellation charges made will be reduced by the value of any alternative income achievable on re-letting the space

In all cases refunds for cancellation will attract a £5 administration charge.

Regular users – to avoid cancellation charges please notify the booking clerk in writing or by email of any cancellations at least 24 hours before the hire. QMH will use discretion in levying fees made for notification of cancellations made after this time.

## **DEPOSITS**

Weddings, parties after 6 pm,  
(to be paid at time of booking) £250

All other hires  
(to be paid at time of booking) £50

## **Notes**

Parish rate applies to hires by residents of Quanton 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.

## **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

**Additional function services (subject to availability)**

**Furniture Hire**

Hire of trestle tables	Per table	£2
Hire of polypropylene chairs	Per chair	£0.75
Minimum charge for furniture hire		£5

**Staging** – includes set up and take down by QMH

**Per module** (2m x 1m),

standard height (approx 35cm)

£5 per day per module ,

**Minimum charge per hire £20**

Surcharge for super height (which then requires the steps)

+ 75%

**Voiles** – put up/take down by QMH

2 or 3 runs of voile chosen from our stock of colours

£85

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

**Paper Lanterns**

£20

**Storage of equipment**

charges to be agreed on a case by case basis.

**Licence to sell alcohol**

please enquire for further details.

Last amended 22.07.2019