

EAST STOUR VILLAGE HALL

HIRE CHARGES effective 1 September 2015

	EAST STOUR RESIDENTS	NON RESIDENTS and COMMERCIAL
Small Rooms	£ 3.50 per hour	£ 4.50 per hour
Main Hall	£ 5.00 per hour	£ 6.00 per hour
Whole Hall	£ 6.00 per hour £ 60.00 per day	£ 8.00 per hour £ 80.00 per day
Party with Bar	£ 75.00 event	£ 110.00 event
Party without Bar	£ 70.00 event	£ 90.00 event
Wedding Reception	£ 175.00 event	£ 200.00 event

PAYMENT OF HIRE FEES

Hire fees for non regular bookings are to be paid in full at the time of booking.

A full refund will be made if a cancellation is advised to the Hiring Secretary at least one calendar month before the booking. A 50% refund will be made for cancellations at least two weeks before the booking; but no refund for cancellations within two weeks of the booking.

DEPOSITS

Party with Bar, Party without Bar, and Weddings: a deposit equal to the hire charge is required at the time of booking. This deposit will be held until the hall has been checked at the end of the hire period. The cost of any damage or other loss will be deducted from the deposit and the balance refunded within seven days.

The hall will therefore have to be inspected before and after the hire period, in the presence of the hirer. The value of damage, repairs or other costs/loss to the hall will be at the discretion of the hall management.

HIRE PERIODS

Party with Bar, Party without Bar: from 18.00 to 24.00 (or max 6 hours)

Weddings: from noon on Friday to noon on Sunday, to allow for setting up and clearing up by hirer.

HIRING SECRETARY: Sheila Squire, tel 01747 838488; email: 19she68@gmail.com