

## Leconfield Hall Hiring Rates with effect from 1st April 2019

[www.leconfieldhall.org.uk](http://www.leconfieldhall.org.uk)

<u>Off peak</u>	<u>Morning</u>		<u>Afternoon</u>		<u>All Day</u>	<u>Evening</u>	
<i>Monday - Thursday excluding Bank Holidays</i>	<b>Until 1.00pm</b>	<i>up to 2 hrs</i>	<b>Until 6.00 pm</b>	<i>up to 2 hrs</i>	<b>Until 6.00 pm</b>	<b>Until midnight</b>	<i>up to 2 hrs</i>
Kevis room (small) 15 -20	35	19	35	19	64	35	19
Garland Room (large) 90 - 100, 50 seated	46	24	46	24	84	46	24
Lower Hall 100 - 120, 70 seated	71	36	71	36	128	71	36
Upper Hall - capacity 188, 152 seated	71	36	71	36	128	115	58
Whole Hall	139	70	139	70	251	187	93
<b><u>Peak</u></b>							
<i>Friday - Sunday and all Bank Holidays</i>							
Lower Hall 100 - 120, 70 seated	88	<i>n/a</i>	88	<i>n/a</i>	159	88	<i>n/a</i>
Upper Hall - capacity 188, 152 seated	88	<i>n/a</i>	88	<i>n/a</i>	159	139	<i>n/a</i>
Whole Hall	173	<i>n/a</i>	173	<i>n/a</i>	313	225	<i>n/a</i>

### Notes:

A deposit of 50% is payable at the time of booking. The balance should be paid by the day of the hiring. A damage deposit may be requested.

Setting up time is not charged for access to deliver goods and equipment prior to an event unless exclusive use is required, or a full booking is prevented.

Pre-concert rehearsals are half price, provided they do not prevent a full price booking

Kitchens, toilets and all facilities are shared with other users if only part of the Hall is booked

Alcoholic drinks must not be served in the Hall unless you have completed the paperwork (please ask) and obtained permission from the Hall's licensee.

Cancellation fees are 50% for two weeks or less notice, and 100% on day of hiring.

Prices are reviewed annually and take effect from 1st April each year. Bookings after this date, made prior to 1st April will be charged at the new rate.

A full users' guide, helpful information, forms and full conditions of hire are available on the Hall web site: [www.leconfieldhall.org.uk](http://www.leconfieldhall.org.uk)