

Leconfield Hall Hiring Rates with effect from 1st April 2017

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>	Until 1.00pm	<i>up to 2 hrs</i>	Until 6.00 pm	<i>up to 2 hrs</i>	Until 6.00 pm	Until midnight	<i>up to 2 hrs</i>
Kevis room (small) 15 -20	33	17	33	17	60	33	17
Garland Room (large) 90 - 100, 50 seated	43	22	43	22	78	43	22
Lower Hall 100 - 120, 70 seated	66	33	66	33	119	66	33
Upper Hall - capacity 188, 152 seated	66	33	66	33	119	108	54
Whole Hall	130	65	130	65	234	174	87
<u>Peak</u>							
<i>Friday - Sunday and all Bank Holidays</i>							
Lower Hall 100 - 120, 70 seated	82	<i>n/a</i>	82	<i>n/a</i>	148	82	<i>n/a</i>
Upper Hall - capacity 188, 152 seated	82	<i>n/a</i>	82	<i>n/a</i>	148	130	<i>n/a</i>
Whole Hall	162	<i>n/a</i>	162	<i>n/a</i>	292	210	<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.

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