

Leconfield Hall Hiring Rates with effect from 1st April 2020

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	36	19	36	19	65	36	19
Garland Room (large) 90 - 100, 50 seated	47	25	47	25	86	47	25
Lower Hall 100 - 120, 70 seated	73	37	73	37	131	73	37
Upper Hall - capacity 188, 152 seated	73	37	73	37	131	118	59
Whole Hall	142	72	142	72	257	191	95
<u>Peak</u>							
<i>Friday - Sunday and all Bank Holidays</i>							
Lower Hall 100 - 120, 70 seated	90	<i>n/a</i>	90	<i>n/a</i>	163	90	<i>n/a</i>
Upper Hall - capacity 188, 152 seated	90	<i>n/a</i>	90	<i>n/a</i>	163	142	<i>n/a</i>
Whole Hall	177	<i>n/a</i>	177	<i>n/a</i>	320	230	<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