

Brightlingsea Community Association

Charity Registration No. 301265

V A T Registration No. 368 6354 15

Non-Charitable Hire Charges - 1st April 2011

Session times are as follows: Morning 10.00 – 1.00, Afternoon 2.00 – 5.00, Evening 7.00 – 11.00

(Should your required hiring times be outside of the normal session times, hourly rates will be applied at the discretion of the Management according to accommodation availability)

Lettings must be vacated by the end time of the session unless booked for the following period

Main Hall:	Morning	(Monday – Sunday)	£51.50
	Afternoon	(Monday – Sunday)	£51.50
	Evening	(Sunday – Thursday)	£103.00
		(Friday & Saturday)	£213.00
Multi-purpose Room:	Morning	(Monday – Friday)	£26.50
	Afternoon	(Monday – Friday)	£26.50
	Morning	(Saturday & Sunday)	£33.00
	Afternoon	(Saturday & Sunday)	£33.00
	Evening	(Sunday – Thursday)	£34.00
		(Friday & Saturday)	£85.00
Meeting Rooms 1&2:	Morning		£26.50
	Afternoon		£26.50
	Evening		£34.00

SPECIAL CHARGES

Additional Electricity Cost for Bouncy Castles:	£ 5.50
Additional Cost for Hires ending after 12.00 mid-night	£ 52.50
* Full use of Kitchen and Cookers:	£ 43.00
Use of Kitchen area only:	£ 13.00
White Linen Tablecloths Service Charge (per cloth):	£ 2.50

Brightlingsea Community Association may waive all or part of the charges for public events or meetings.

A non-refundable deposit of 20% of the hire fee will be required to confirm booking, together with a refundable damage deposit of £100 for single occasion hirings.

** A refundable deposit of £20 will be required for all kitchen bookings which may be retained should the kitchen not be left in an acceptable condition after your event*

All monies outstanding must be paid to The Association seven days prior to the hiring. Failure to comply with this may result in the hiring being cancelled and the deposit forfeited.

¹ Charges applicable from April 1st 2011