

Chard Guildhall : 01460 239567

Discounts available

List of Charges from 01st April 2011

	<u>£ Hire per Hour</u>	<u>£ V.a.t.</u>	<u>£ Total (inc Vat) Per Hour</u> 20%	Block bookings : 10 to 20 hires	Block bookings : 20 or more hires	Block bookings : 20 or more following 12 months hire
Town Hall or Mayor's Parlour						
08:00 am to midnight						
Hire for event (minimum 2 hours)	10.88	2.18	13.06	5%	10%	30%
Preparation Time / clear up	7.42	1.48	8.90	n/a	n/a	n/a
After Midnight and before 08:00 am & Bank holidays						
Hire for event	16.32	3.26	19.58	5%	10%	30%
Preparation Time / clear up	8.90	1.78	10.68	n/a	n/a	n/a
Additional Charges						
Additional or Heavy cleaning : Per hour	19.30	3.86	23.16	n/a	n/a	n/a
Any alteration to a confirmed booking : Each Change	9.90	1.98	11.88	n/a	n/a	n/a
Ladder advert : Per month	4.65	0.93	5.58	n/a	n/a	n/a

Further Discounts : For "Hire of event" charges (in addition to block booking discounts, up to a total maximum of 30%)

6 to 12 months in advance	5%
Over 12 months in advance	10%

Cancellation Charges

More than 4 weeks prior to event	10%
2 - 4 weeks prior to event	20%
1 - 2 weeks prior to event	30%
1 - 7 days prior to event	50%
On the day	90%

Charges are reviewed annually and will be subject to change from April each year.

Chard Guildhall : List of Charges from 01st April 2011**£ Hire
per Hour****20% £
V.a.t.****£ Total (inc Vat)
Per Hour****Discounts available
_Block bookings : 10 or
more hire during the year****Auditorium****08:00 am to midnight**

Hire for event (minimum 2 hours)

25.53

5.11

30.64

20%

Preparation Time / clear up

15.83

3.17

19.00

n/a

After Midnight and before 08:00 am & Bank holidays

Hire for event

38.30

7.66

45.95

20%

Preparation Time / clear up

23.75

4.75

28.49

n/a

Inner / Outer Foyer only (SUBJECT TO RESTRICTIONS)**08:00 am to midnight**

Hire for event (minimum 2 hours)

21.77

4.35

26.12

20%

Preparation Time / clear up

10.38

2.08

12.46

n/a

After Midnight and before 08:00 am & Bank holidays

Hire for event

32.66

6.53

39.19

20%

Preparation Time / clear up

10.88

2.18

13.06

n/a

Kitchen Charges : Per Hire

Hire of the Kitchen for preparation of hot/cold drinks

5.00

1.00

6.00

n/a

Hire of the Kitchen for preparation or supply of food

30.00

6.00

36.00

n/a

Additional Charges

Screen Replacement Fund : Per Hire

14.39

2.88

17.27

n/a

Additional or Heavy cleaning : Per Hour

19.30

3.86

23.16

n/a

Any alteration to a confirmed booking : Each change

9.90

1.98

11.88

n/a

Ladder advert : Per Month

4.65

0.93

5.58

n/a

Cancellation Charges

More than 4 weeks prior to event

10%

2 - 4 weeks prior to event

20%

1 - 2 weeks prior to event

30%

1 - 7 days prior to event

50%