

Chard Guildhall: Hire charges effective from 1st April 2021

<u>Room/Area for Hire</u>	<u>Rate, including VAT</u>
Subject to a minimum 2 hour hire charge:	
Auditorium including CAFÉ area	£20.00 per Hour Monday to Friday 8am to 7pm £25.00 per hour before 8am & after 7pm Monday to Friday £25.00 per hour Saturday & Sunday
Subject to a minimum 1 hour hire charge 9am to 5pm Monday to Friday And a minimum 2 hour hire charge outside of those hours:	
Kitchen Not including Cooking or Heating of Food	£6.00 per hire
Kitchen <u>Including</u> Cooking or Heating of Food	£39.00 per hire
CAFÉ area (excluding auditorium/kitchen)	£8.00 per hour Monday to Friday 8am to 7pm £10.00 per hour before 8am & after 7pm Monday to Friday £10.00 per hour Saturday & Sunday
<ul style="list-style-type: none"> Please note the kitchen and café areas are only hireable independently when there is no booking in the auditorium. A booking may be cancelled up to 4 weeks prior to an event if an alternative hirer requests the use of the auditorium. 	
Bondfield Room	£8.00 per hour
Town Hall	£10.00 per hour Monday to Friday 8am to 7pm £12.00 per hour before 8am & after 7pm Monday to Friday £12.00 per hour Saturday & Sunday
Mayors Parlour/Foyer	£8.00 per hour Monday to Friday 8am to 7pm £10.00 per hour before 8am & after 7pm Monday to Friday £10.00 per hour Saturday & Sunday

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Additional Charges, per hire including VAT	Screen Replacement Fund: Per Hire	£19.00
Cancellation Charges	More than 6 months prior to event	0%: No charge
	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%
Hire charges are reviewed annually and may be subject to change		