

SHENFIELD PARISH HALL

Registered Charity Number 301394

TARIFF 2019

WITH BOOKING CONDITIONS & RULES OF CONDUCT

The Trustees are pleased to offer the Parish Hall for hire and hope all users will enjoy the use of the Hall and its facilities.

The Bookings Manager, Julia Coles, may be telephoned on 07826 554494 on any day between 9am and 9pm.

1. CHARGES

The following hourly charges will be applied from 1st January 2019

	Weekday Morning	Weekday Afternoon	Weekday Evening	Saturday Daytime	Saturday Evening	Sunday Daytime
MAIN HALL	(Maximum capacity: 150 persons)					
Standard	£10.50	£12.50	£17.00	£25.00	£29.75	£22.50
Low premium	£12.50	£15.50	£21.75			
High premium	£15.50	£20.00	£25.75			
GWENDOLINE LEWIS ROOM	(Maximum capacity: 60 persons)					
Standard	£7.25	£8.50	£14.25	£19.00	£25.00	£18.25
Low premium	£8.50	£10.50	£18.75			
High premium	£10.50	£12.50	£23.25			

Standard Charges will apply: on week days to private bookings, non-profit making community groups and charitable organisations. Standard charges will apply to all users at weekends.

Low Premium Rate will apply: on week days to persons and organisations booking events for profit making purposes, which provide community services or activities, including, for example, for children, the elderly, adult education and fitness. The Low Premium Rate will also apply to statutory bodies.

High Premium Rate will apply: on week days to commercial organisations not included in the 'Low Premium Rate' category.

2. OPEN HOURS

The hours in which the Hall may be used and for which charges will be made are:

Weekdays:	Mornings:	0800-1300
	Afternoons:	1300-1900
	Evenings:	1900-2330
Saturdays:	Daytime:	0800-1900
	Evening:	1900-2330
Sundays:	Daytime:	1000-1800

Bookings may be made and charged in units of a quarter of an hour **and must include setting out and clearing up time.**

Updated February 2018

