

# Brightlingsea Community Association

Charity Registration No. 301265

V A T Registration No. 368 6354 15

## **Hire Charges - 1<sup>st</sup> April 2012**

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 – Friday)	£43.00
		(Saturday & Sunday)	£43.00
	Afternoon		£43.00
	Evening	(Sunday – Thursday) (Friday & Saturday)	£85.00 £175.00
Multi-purpose Room:	Morning	(Monday – Friday)	£21.50
	Afternoon	(Monday – Friday )	£21.50
	Morning	(Saturday & Sunday)	£28.50
	Afternoon	(Saturday & Sunday)	£28.50
	Evening	(Sunday – Thursday) (Friday & Saturday)	£28.50 £71.00
Meeting Rooms 1&2:	Morning		£21.50
	Afternoon		£21.50
	Evening	(Friday & Saturday)	£28.50
<i>Special Rate:</i>	<b>Evening</b>	<b>(Sunday – Thursday)</b>	<b>£10.00</b>

*(Discount does not apply – valid until end of Nov 2012)*

*\*\* A 10% discount on the above charges will be implemented for members' private functions \*\**

## **SPECIAL CHARGES**

Additional Electricity Cost for Bouncy Castles:	£ 5.00
Additional Cost for Hires ending after 12.00 mid-night	£ 30.00
* Full use of Kitchen and Cookers:	£ 40.00
Use of Kitchen area only:	£ 15.00
White Linen Tablecloths Service Charge (per cloth):	£ 2.00
Use of stage and license for shows:	£115.00

Performing Rights Society Fee – Additional fee for ticketed events including copyrighted live or recorded music – this fee applies to each performance in the case of shows and regular bookings.

Main Hall:	£ 24.00	Family Room:	£ 13.00
Multi-Purpose Room:	£ 10.75	Bar Area & Family Room:	£ 17.00
Room 1 or Room 2:	£ 10.75		

Week long hire: Hall, Meeting rooms etc. for stage show  
{Sunday A.M. – Sunday A.M.} £670.00

*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.*

*Block booking invoices will be presented to Hirers on a monthly basis. Period booking invoices will be presented after the event.*

<sup>1</sup> Charges applicable from April 1<sup>st</sup> 2011