



# Wadebridge Town Council

The Town Hall, The Platt, Wadebridge, PL27 7AQ  
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## SCALE OF CHARGES 2020/2021

**ALL CHARGES ARE SUBJECT TO VAT AT THE CURRENT RATE**

<b>MAIN HALL</b>					
<i>CAPACITY AVAILABLE ON REQUEST AND SUBJECT TO LAYOUT</i>					
HIRE	8:30am-5:30pm	8:30am-12:30pm	1:30pm-5:30pm	6:00pm-12:00am	12:00am- 1:00am
	£	£	£	£	£
<b>GENERAL</b> <small>(Mon - Fri afternoon)</small>	78.00	48.00	48.00	78.00	35.00
<b>GENERAL</b> <small>(Fri eve - Sun)</small>	88.00	53.00	53.00	93.00	35.00
<b>COMMERCIAL</b> <small>(gig, clothing sale, theatres)</small>	210.00	125.00	125.00	175.00	35.00
<b>Private Parties</b> <small>(inc alcohol licence fee)</small>	117.50	67.50	67.50	137.50	35.00
<b>CRAFT FAYRE</b>	160.00	95.00	95.00	POA	N/A
<i>If these timings aren't suitable, we can be flexible with this, please contact us</i>					
<b>PAVILION BUILDING</b>					
<i>CAPACITY AVAILABLE ON REQUEST AND SUBJECT TO LAYOUT</i>					
	9:00am-5:30pm	9:00am-1:00pm	1:00pm-5:30pm	6:00pm-11:00pm <small>(min. 2hr hire)</small>	
	£	£	£	£	
<b>GENERAL</b>	44.00	25.00	25.00	10.50	
<i>BOOKINGS WITH A COMMERCIAL ELEMENT WILL ATTRACT AN ADDITIONAL 25% CHARGE</i>					
<b>OTHER ROOMS</b>					
<i>CAPACITY AVAILABLE ON REQUEST AND SUBJECT TO LAYOUT</i>					
ROOMS	9:00am-5:30pm	9:00am-1:00pm	1:00pm-5:30pm	6:00pm-11:00 pm <small>(min. 2hr hire)</small>	
	£	£	£	£	
<b>CONFERENCE</b>	47.00	30.00	30.00	12.50 <b>per hour</b>	
<b>VICTORIA / BOARD</b>	30.00	18.00	18.00	9.00 <b>per hour</b>	
<b>ROOM 7</b>	20.00	12.00	12.00	N/A	
<b>FOYER ROOM</b>	20.00	12.00	12.00	14.00	
<i>BOOKINGS WITH A COMMERCIAL ELEMENT WILL ATTRACT AN ADDITIONAL 25% CHARGE</i>					

\* Please refer to booking conditions for Sunday hire fee

<b>MISCELLANEOUS CHARGES</b>		
<b>SPOTLIGHTS / LAMPS</b>	£20.00 per 1 <sup>st</sup> session	£10.00 per subsequent session
<b>SALE OF ALCOHOL</b>	£17.50	
<b>TABLE HIRE</b>	£3.00 per table (For external hire)	
<b>TEACUPS &amp; SAUCERS</b>	50p per cup & saucer set (For external hire)	

#### **BOOKING CONDITIONS**

- Hirers giving cancellation notice of 6 weeks prior to date of event will receive a full refund of the fee paid at time of booking. 4 weeks will pay a 10% admin fee. 3 weeks 50% refund. Refunds will not be made where less than 14 days notification is received. All other bookings must be paid for in full at time of booking
- Piano tuning – Hirers responsibility.
- Event period hire discount for the Main Hall ONLY @ 10% for 3 or more consecutive days within 1 week
- **Sunday bookings** are available for Main Hall & Pavilion Building bookings only.} An additional charge of 25% for Pavilion Building.
- Please refer to booking Terms & Conditions and Premises License for full guidance with regard to your booking

***IF YOU WISH TO DISCUSS YOUR BOOKING WHICH IS NOT COVERED ON THE SCALE OF CHARGES PLEASE CONTACT THE OFFICE AND WE WILL ASSIST YOU WITH YOUR INDIVIDUAL REQUIREMENTS WHERE POSSIBLE***

*\* Please refer to booking conditions for Sunday hire fee*