



# Wadebridge Town Council

The Town Hall, The Platt, Wadebridge, PL27 7AQ  
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## SCALE OF CHARGES 2022/2023

**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>	81.90	50.40	50.40	81.90	36.75
<b>GENERAL</b> <small>(Fri eve – Sun)</small>	92.40	55.65	55.65	97.65	36.75
<b>COMMERCIAL</b> <small>(gig, clothing sale, theatres)</small>	220.50	131.25	131.25	183.75	36.75
<b>Private Parties</b> <small>(inc alcohol licence fee)</small>	123.38	70.88	70.88	144.38	36.75
<b>CRAFT FAYRE</b>	168.00	99.75	99.75	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>	46.20	26.25	26.25	11.03	
<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>	49.35	31.50	31.50	13.13 per hour	
<b>VICTORIA / BOARD</b>	31.50	18.90	18.90	9.45 per hour	
<b>ROOM 7</b>	21.00	12.60	12.60	N/A	
<b>FOYER ROOM</b>	21.00	12.60	12.60	14.70	
<i>BOOKINGS WITH A COMMERCIAL ELEMENT WILL ATTRACT AN ADDITIONAL 25% CHARGE</i>					

\* Please refer to booking conditions for Sunday hire fee

## MISCELLANEOUS CHARGES

<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*