

# Westoning Village Hall

Please read the Conditions of Hire before completing the Booking Form

## Scale Of Charges (with effect from 1 August 2016)

### Charges for village organisations and residents

Monday – Friday up to 1800	£7.50 per hr	
Monday – Friday 1800 - 2400	£10 per hr	
Saturday and Sunday to 1800 hrs	£10 per hr	Min 4 hrs
Saturday and Sunday 1800 – 2400 hrs	£12 per hr	Min 5 hrs
Daytime fundraiser	£50 up to 6 hrs	£80 over 6 hrs

### Charges for non-village organisations and non-residents

Monday – Friday up to 1800	£10 per hr	
Monday – Friday 1800 - 2400	£13 per hr	
Saturday and Sunday to 1800 hrs	£13 per hr	Min 4 hrs
Saturday and Sunday 1800 to 2400 hrs	£15 per hr	Min 5 hrs
Daytime fundraiser	£75 up to 6 hrs	£100 over 6 hrs

### Commercial bookings

Monday to Friday until 1800	£12 per hr	Min 1.5 hrs
Weekdays from 1800, Saturday & Sunday	£15 per hr	Min 5 hrs Sat & Sun

### N.B. All hire times to include sufficient setting up and clearing away time

*Any booking which exceeds its allotted time by more than 15 minutes will incur an additional appropriate hourly charge*

- The Hirer (the person signing the Booking Form) must be a responsible adult and shall be in attendance throughout the booking.
- Cancellations: 50% of the hiring fee will be charged if cancelled less than 14 days before the event date.
- A £50 returnable deposit is required at least 30 days before the event (cash or cleared cheque). This will be returned (as a cheque) within 30 days of the event following a daylight inspection of the premises/facilities for damage/undue wear and tear. **Charges for repair of damage and/or rubbish removal and extra cleaning will be levied before return of the (remaining) deposit.**
- The Hall is not for hire for teenage (aged 13-19 yrs) disco/rave/dance-type party event whether or not tickets are sold to the public.
- Wheeled footwear, trampolines etc, are not allowed to be used inside or outside the hall.
- Bouncy castles may be accepted subject to certain restrictions
- The Committee reserves the right to refuse any hiring request without giving reasons.
- Any booking where alcohol is sold has an additional £20 Licensing charge.
- Our Premises Licence (music, dancing, singing, etc) include the following maximum capacities **(please note there are only 80 chairs in the hall):**

*Closely Seated Audience 170 max      Disco or Dances 170 max      Dining 90 max*  
*Whist Drives or Bingo 90 max      Dancing and Dining 75 max*