

ROOM HIRE RATECARD

Coporate Rates

	STUDIO	LONG ROOM	BOTH
HOURLY	£45	£40	£85
4 HOURS	£160	£140	£280
8 HOURS	£300	£260	£500

Registered Charity Rates

	STUDIO	LONG ROOM	BOTH
4 HOURS	£140	£125	£250
8 HOURS	£260	£220	£450

Standard Hire Times

Monday-Friday 10am-2pm and 2pm-6pm

Out of Hours Hire Tmes

Monday-Friday 6pm-10pm

Saturday-Sunday 10am-2pm and 2pm-6pm

(minimum 4 hour hire Saturdays & Sundays)

Additional Charges

- £3.00 tea, coffee & biscuits single serving (per head, min. 5 people)
- £4.50 tea, coffee & biscuits two servings (per head, min 5 people)
- £7.00 tea, coffee & biscuits unlimited servings (per head, min 5 people)
- £12 access to kitchenette including basic tea and coffee facilities
- £12 flipchart stand, pads & pens (per session)
- £50 projector hire (per session)
- £30 early opening fee (for hires before 9am)
- £45 out of hours charge (evenings & weekends, per session)
- £20 overnight storage fee if required for multi-day bookings (per night)
- A facility fee for filming & photography will be levied, rates available on request

Special Last-Minute Rate

Need a room at the last minute? Book either room for just **£100 per day**. Only available 24 hours prior to booking during Standard Hire Times Monday-Friday and subject to availability.

ALL PRICES INCLUDE VAT at 20%