

## Room hire rates per hour

	Area sq.metres	Club rate	Standard rate	Capacity Sit/stand
<b>Whole annex</b>	117	£14.36	£18.67	135/180
<b>Hall</b>	74	£10.25	£13.33	95/120
<b>Bar</b>	43	£7.26	£9.43	40/60
<b>Greenwich Suite</b>	145	£16.95	£22.03	155/199
<b>East Room</b>	61	£8.96	£11.65	66/85
<b>West Room</b>	84	£11.14	£14.48	89/114
<b>North Room</b>	29	£5.94	£7.72	30/45
<b>South Room</b>	78	£10.60	£13.78	79/199
<b>Taylor Room</b>	11	£4.22	£5.48	5
<b>Jubilee Lounge</b>	40	£6.98	£9.08	38/55

### Notes:

Minimum hire period is one hour. All time used **including set up and take down** time is chargeable.

Users are responsible for leaving the room and furniture as in notices in the rooms. Penalty charges may be levied if this is not done. If the room is found untidy a photograph would help us deal with the cause.

The Club rate is available only to groups where no-one makes income from the booking. Commercial, public authority and private users pay the standard rate.

We charge a deposit of £150 for one off bookings.

Full terms and conditions are on the reverse of the booking form which must be completed to secure a booking. Booking forms may be submitted by email when a signature will be assumed

Discounts of 5% for bookings of 50 hours or more and 10% for 100 hours or more are offered for payment in advance within 7 days of invoice.

Use of PA systems and hearing loops and non-exclusive use of kitchens and Jubilee Lounge is included

### Other charges

Cupboard hire (when available) £52 per annum only for storing equipment used at Avonway

Item	Session	Day	Week
<b><i>Items for use at Avonway</i></b>			
Projector	£5		
Skittles	£15		
Kurling	£15		
<b><i>Items for use off site</i></b>			
Tables		£1.25	£5
Chairs x3		£1.25	£5
Crockery per 10 items		£2	£8
Cutlery per 10 place settings		£2	£8

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