

Templar Arts & Leisure Centre (TALC)

Room Hire Charges

TALC is run by volunteers as a charitable trust. It's very important to us that TALC provides affordable spaces for community users. Our room hire rates reflect that.

- **Room hire by community groups and individuals will be £8 per hour per room**
- **Community Councils, Trusts and organisations will continue to be charged £10 per hour**
- **The room hire fee for businesses (DVLA, NHS, DriveSafe etc) is £15 per hour**

Please factor in setting up and clearing away time in to your room booking to ensure that the space is ready for the next hirer.

The Trustees reserve the right to claim all or part of the hiring charge if the hirer cancels the booking with less than 4 (four) weeks notice. If you are unable to give 4 weeks notice of cancellation, please contact us to discuss your situation – exceptions may be made at the discretion of the Trustees.

Individual hirers and community groups will not be charged for sessions cancelled because of the weather or illness if notice is given in advance of the session to Macintyre's or to talcbookings@icloud.com.

Community groups are asked to pay monthly in arrears.

Invoices will be sent monthly, unless otherwise arranged, and hirers are asked to pay within two weeks.

Payments for the hire of the hall can be made by BACS, cheque or cash.

Please do not leave equipment on the premises unless you have a prior agreement with us to do so. Storage fees may be charged for items left on the premises.

Please read our Room Hire Terms and Conditions before making a booking (available on our booking site: <https://hallbookingonline.com/templararts/>)

We thank you for your help and co-operation and hope that you enjoy the use of

Templar Arts & Leisure Centre!