

Booking Enquiries:

Chesterfield Visitor Information Centre, Rykneild Square, Chesterfield S40 1SB

Tel (01246) 345333 9.30am - 5pm Monday to Friday

E mail venuehire@chesterfield.gov.uk

www.chesterfieldvenuehire.co.uk



Scale of Charges 1st April 2015

COMMUNITY CHARGE RATES Rooms should be booked to include any setting up and clearing away time and if a bar is arranged 1 hour after the bar closes.		MAIN HALL (200 people max) <i>Minimum hire 3 hours</i> Hourly Rate	MEETING ROOM (20 people max) <i>Minimum hire 3 hours</i> Hourly Rate
COMMUNITY CHARGE Private, Social gatherings, meetings for non-profit making clubs, charity events. *SUNDAYS - ADD £20.00 SUPPLEMENT (PER FUNCTION)	Monday – Friday	13.60	5.20
	Saturday & Sunday*	15.70	5.20
	KITCHEN per function	6.80	6.80
COMMUNITY DISCOUNT Discounted rate to non-profit making clubs or associations, making a block booking of 10 or more dates Monday – Friday. 1 month flexibility re venue and or time applies.	Monday – Friday	11.00	4.70
	KITCHEN per function	6.30	6.30
COMMUNITY CONCESSIONARY CHARGE Non profit making children/OAP groups not receiving any other grant or concession. *SUNDAYS - ADD £20.00 SUPPLEMENT PER FUNCTION	Monday – Friday	10.50	
	Saturday & Sunday*	12.00	
COMMUNITY CONCESSIONARY BLOCK BOOKING DISCOUNT As above - discounted rate for 10 or more dates block booked. 1 month flexibility re venue and or time applies.	Monday - Friday	7.80	
	KITCHEN per function	5.70	
<i>The above charges are exempt from Vat</i>			
STAFFING CHARGES			
Duty Manager: £18.00 per hour incl. vat		Caretaker: £14.40 per hour incl. vat	
Security Staff: £18.00 per hour incl. vat		Front of House Staff: £12.00 per hour incl. vat	

BANK HOLIDAY HIRINGS: BY NEGOTIATION ONLY AT DOUBLE RATES.

All customers must pay a holding deposit of £100 at the time of booking for all events which request a Bar and / or arrange some form of entertainment.

This `deposit' is payable on top of the hire charge, and will be refunded after the event if no damage arises. **The Deposit will not be refunded if the event is cancelled.**

The remaining hire charges are payable **four** weeks before the event or immediately if the booking is made within this period. Please make cheques payable to *Chesterfield Borough Council - Credit/Debit Cards accepted.*

CHESTERFIELD BOROUGH COUNCIL

HASLAND VILLAGE HALL Eastwood Park, Hasland, Chesterfield. S41 OAY

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COMMERCIAL HIRINGS	Monday – Friday	28.00	9.90
SUNDAYS - ADD £20.00 SUPPLEMENT (PER EVENT)	Saturday & Sunday	31.50	9.90
	KITCHEN per function	15.20	15.20
COMMERCIAL BLOCK BOOKING DISCOUNT Discounted rate to organisations block booking 10 or more dates. 1 month flexibility clause re venue and or time applies *SUNDAYS - ADD £20.00 SUPPLEMENT (PER EVENT)	Monday – Friday	22.50	7.80
	Saturday & Sunday*	25.70	7.80
	KITCHEN per function	12.00	12.00
		<i>The above charges are exempt from Vat</i>	
STAFFING CHARGES			
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