

SHIPLAKE MEMORIAL HALL - SCHEDULE OF CHARGES

From 1st January 2018

Standard Hire Charge

Main Hall

Per hour (Mon-Thur, Fri to 6pm)	£14.25
Per hour (Fri from 6pm, Sat, Sun)	£20.50
Per day* (Mon-Fri)	£150
Per day* (Sat, Sun)	£210

Side Room

Per hour (Mon-Thur, Fri to 6pm)	£6.00
Per hour (Fri from 6pm, Sat, Sun)	£8.65
Per day* (Mon-Fri)	£48
Per day* (Sat, Sun)	£69

(session charges available on request)

*from 8.00am to 10pm. Use of the Main Hall after 10pm is charged at the hourly rate.

After midnight there will be an additional hourly charge for the Main Hall of **£70.00**

Catered Event Charge (per day)

The Catered Event Charge applies to any use of the Hall where food and/or drink is provided, irrespective of whether or not the Hall's kitchen facilities are used.

Group Size	Weekday			Weekend (Fri Eve, Sat, Sun)		
	Small (up to 40)	Medium (41-80)	Large (80-120)	Small	Medium	Large
Standard Charge	£20.00	£35.00	£50.00	£28.80	£50.40	£72.00
Children's Parties	£11.50			£16.55		
Incidental refreshments	£8.25	£12.40	£16.50	£11.90	£17.85	£23.75

Facility Charges

	Small Group	Medium Group	Large Group
Basic crockery/cutlery/glassware	included		
De Luxe cutlery	£22.50	£45.00	£67.50
Washing up service	poa	poa	poa
Use of Cooking Range - weekday	£7.25	£12.70	£18.20
- weekend	£10.45	£18.30	£26.20
Use of Skip for Rubbish Disposal	£12.00	£21.00	£30.00
Use of theatrical lighting	£40.00		
Use of Hall alcohol licence (TEN)	£21.00 (Conditions apply)		

Special Rates

Discounts are available on the Hire and Catered Event charges (but not the Facility charges) as follows:

- Local users and registered charities – 15%
- Specified local users (see notes below) – 25%
- Regular users - from 10%.

Notes

1 'Local Users' - Shiplake, Harpsden and Binfield Heath Parish residents, and Registered Charities.

2 'Specified Local Users' are:

Shiplake Women's Institute	Shiplake Branch, Royal British Legion	Shiplake Bowling Club
Shiplake Parish Council	Shiplake Parochial Church Council	Shiplake Cricket Club
Shiplake School Managers	Binfield Heath Playground Committee	Shiplake Tennis Club
Shiplake School P.T.F.A.	Binfield Heath Parish Council	Shiplake Cubs / Scouts
SHADDO	Shiplake Football Club	Shiplake Village Nursery