

Ellesmere Town Hall - Hire Charges from 1st April 2022
as agreed by Town Council 6.12.2021

	Weekdays	Weekends
Main Hall		
Morning Session (8am -1pm)	£33.00	£42.00
Afternoon Session (1pm - 5pm)	£33.00	£42.00
Evening Session (5pm - 10pm)	£48.00	£54.00
Whole Day (9am - 5pm)	£60.00	£78.00
Hourly Rates		
Hourly Rate 8am-5pm	£12.00	£12.00
Hourly Rate 5pm - 10pm	£18.00	£24.00
Premium (10pm-8am)	£22.50 per hour	
Small Hall		
Morning Session (8am -1pm)	£21.00	£24.00
Afternoon Session (1pm - 5pm)	£21.00	£24.00
Evening Session (5pm - 10pm)	£24.00	£30.00
Whole Day (9am - 5pm)	£36.00	£42.00
Hourly Rates		
Hourly Rate 8am-5pm	£12.00	£18.00
Hourly Rate 5pm - 10pm	£12.00	£18.00
Premium (10pm-8am)	£22.50 per hour	
Committee Room		
Morning Session (8am -1pm)	£15.00	£18.00
Afternoon Session (1pm - 5pm)	£15.00	£18.00
Evening Session (5pm - 10pm)	£18.00	£24.00
Whole Day (9am - 5pm)	£24.00	£30.00
Hourly Rates		
Hourly Rate 8am-5pm	£9.00	£12.00
Hourly Rate 5pm - 10pm	£9.00	£12.00
Premium (10pm-8am)	£22.50 per hour	
Small Hall & Committee Room		
Morning Session (8am -1pm)	£30.00	£36.00
Afternoon Session (1pm - 5pm)	£30.00	£36.00
Evening Session (5pm - 10pm)	£36.00	£48.00
Whole Day (9am - 5pm)	£54.00	£66.00
Hourly Rates		
Hourly Rate 8am-5pm	£18.00	£24.00
Hourly Rate 5pm - 10pm	£18.00	£24.00
Premium (10pm-8am)	£42.50 per hour	
Whole Town Hall		
Morning Session (8am -1pm)	£60.00	£78.00
Afternoon Session (1pm - 5pm)	£60.00	£78.00
Evening Session (5pm - 10pm)	£84.00	£96.00
Whole Day (9am - 5pm)	£114.00	£240.00
Hourly Rates		
Hourly Rate 8am-5pm	£30.00	£36.00
Hourly Rate 5pm - 10pm	£30.00	£48.00
Premium (10pm-8am)	£42.50 per hour	
PLEASE NOTE* WEEKEND BOOKINGS START FROM 5PM ON A FRIDAY EVENING.		

Additional Charges

PPL & PRS License	£18.00
Deposit for Hire	£60.00
Art Screen Hire Per Screen	£2.00
Bank Holiday & NYE Per Hour	£6.00

Concessions on Room Hire

Registered Charities Fundraising & Charitable Events (Registered Charity number must be given at the time of booking)	20% Discount
--	--------------

Payments Terms

Invoices will be issued with a 14 day payments period. Any late payment will incur a 5% surcharge.

Cancellation By Hirer Terms & Conditions

- (1) Not less than four weeks before the date of the function the hire charge will be waived.
- (2) Less than 4 weeks, but more than 2 weeks before the date of the function, the hirer will be required to pay 50% of the hire charge.
- (3) Less than 2 weeks before the date of the function, the hirer will be required to pay the full charge.