



The Venue for All Occasions

Rates

(Valid 1 Apr 2011 - 31 Mar 2012)

Day Delegate

(per head per day)

Day Delegate rate from	30.00
Charity/Public Sector from (Rooms appropriate to numbers)	25.00
Meeting Room hire only, from (per hour)	39.00

Social Events & Wedding Receptions

18.00 – 23.59

with 1 hours clearance to 01.00 hours

Main Hall	1,900.00
Assembly Room and/or Old Library	1,650.00

Dinner Bookings

18.00 – 22.30

with 1 hours clearance to 23.30

Main Hall	1,290.00
Assembly Room or Old Library	850.00
St Aldates	465.00

Civil Ceremony

(2 hour reservation)

Main Hall	350.00
Assembly Room/Old Library	250.00
St Aldate's Room	195.00

A non-refundable fee of £100 is required before your Civil Ceremony can be confirmed

Gallery

(per day)

Community exhibitions	36.00
plus 20% commission on all sales	
All other bookings	130.00

Hourly Rates

(Weekday from 09.00, Sun 10.00-16.00)

Main Hall	170.00
Assembly Room or Old Library	105.00
Long Room	72.00
Meeting Rooms	39.00

Sunday/BH supplement

Outside 10.00 – 16.00 +15%

Discounts

Clients may be eligible for further discounts. Details available on request

Social Event Off – Peak (Monday/Tuesday only)	20%
Charity or Public Sector	10%

Royalties

Concerts	185.00
All other events featuring music & film	9.00

Licence Holders & Door Supervisors

TH Personal Licence holder	25 - 100
Door Supervisors (per hr per supervisor)	15.50

FOR ALL OTHER EVENTS PLEASE CONTACT US FOR A QUOTE



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Day Delegate Packages

(Valid 1 Apr 2011 - 31 Mar 2012)

Prices inclusive of VAT

Package 1: £30 per person

Charity Rate: £25 per person

- Room Hire from 9am till 17.00pm
- Mid-morning Coffee Tea and Biscuits
- Sandwich Buffet served with Fruit Juice
- Afternoon Coffee Tea and Biscuits
- Iced Water
- Flip Chart
- Pens and Paper

Package 2: £35 per person

Charity rate: £30 per person

- Room Hire from 9am till 17.00pm
- Arrival Coffee Tea and Biscuits
- Mid-morning Coffee and Tea
- Premium Sandwich Buffet served with Fruit Juice
- Afternoon Tea Coffee and Homemade Cake
- Iced Water
- Flip Chart
- Pens and Paper

Package 3: £40 per person

Charity Rate: £35 per person

- Room Hire from 9am till 17.00pm
- Arrival Coffee Tea and Pastries
- Mid-morning Coffee Tea and Biscuits
- Finger Buffet served with Fruit Juice
- Afternoon Coffee Tea and Cake
- Iced Water
- Flip Chart
- Pens and Paper

Upgrades:

- AV Equipment as per price list
- PA including Microphones @ £60
- Extended hours at standard rate
- Catering can be amended to suit requirements

Minimum numbers apply

Meeting rooms – min 10

Long room – 20

Assembly room – 28

Main Hall – 50

For bookings over 40 (Long Rm & Assembly) & 80 (Main Hall) breakout rooms available.

Quotes are negotiable depending on requirements

