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## SCALE OF CHARGES

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### **BAND A (lower band)**

Use by regular hirers

Use of Main Hall @ £7 per hour chargeable in ½ hour blocks

Use of whole building @ £60 per day

### **BAND B (higher band)**

Use by all other hirers

Use of Main Hall @ £12 per hour chargeable in ½ hour blocks and capped at £60

**HIRE OF MAIN HALL** includes use of kitchen and crockery (if required) but **excludes** use of theatre rigging (theatre seating, lighting and sound)

### **ALL BANDS**

Use of 'Green Room' at £5 per hour chargeable in ½ hour blocks

Hire of theatre seats £30 per night

Hire of lighting subject to requirements

Hire of sound subject to requirements

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**N.B. ALL THE ABOVE SUBJECT TO 6 WEEKS NOTICE OF AVAILABILITY AND REVIEW**

SEE OVER FOR CONDITIONS OF HIRE

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Patrons: Andrew George MP, Derek Agutter OBE

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## CONDITIONS OF HIRE

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- 1) The Epworth Hall is a non-smoking venue and alcohol and smoking are prohibited in the Chapel building.
- 2) All breakages are to be reported and paid for immediately.
- 3) Payment to be made one month in advance (excepting for a production week to be made within 14 days of final bill).
- 4) No booking will be accepted without a completed booking form signed by the hirer.
- 5) No commercial activities to take place without prior consent.
- 6) The premises are to be left clean and tidy. An additional charge of £5 will be made if the premises are not in a satisfactory condition.
- 7) The hirer is responsible for arranging insurance cover to indemnify the Epworth Hall against the cost of all repairs made necessary by the activities of the hirer.
- 8) The hirer is to provide a copy of Public Liability Insurance.
- 9) The Epworth Hall reserves the right to decline or terminate any hiring considered to be unsuitable.
- 10) No parking is permitted in either alleyway leading to the Epworth Hall.
- 11) Hirers agree to comply with any Health and Safety issues as set out in the Epworth Hall Health and Safety Manual. A copy of same is available on request. This includes providing a copy of the hirer's own Health and Safety Policy and Technical Risk Assessment (where appropriate).
- 12) Relevant hirers must have a Child Protection Policy in place.
- 13) The Epworth Hall will be out of use for up to 4 production weeks with 6 weeks notice being given.
- 14) The Epworth Hall reserves the right to run a bar at any function (where appropriate).

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**N.B. ALL THE ABOVE SUBJECT TO 6 WEEKS NOTICE OF REVIEW**

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