

Sawley Village Hall Hiring Charges – Effective 1st January 2012

Description	Charges	Information
Monday – Thursday Main Hall Hourly Rate	£15	Includes use of tables and chairs in the main hall, kitchen facilities for coffee and tea, as well as toilet facilities.
Committee Room - Hourly Rate	£10	As above, but no use of the main hall
Private or Party Hire – Full Day	£150	Full use of all hall facilities as above plus full kitchen facilities
Wedding/ Party Weekend Hire	£300	Includes full use of all hall facilities from midday day before the wedding and until midday day after wedding
Bar staff costs for private functions	Separate charge	
Friday - Sunday Main Hall Hourly Rate	£20	Includes use of tables and chairs in the main hall, kitchen facilities for coffee and tea, as well as toilet facilities.
Committee Room - Hourly Rate	£10	As above, but no use of the main hall
Private or Party Hire – Full Day	£200	Full use of all hall facilities as above plus full kitchen facilities
Wedding/ Party Weekend Hire	£300	Includes full use of all hall facilities from Midday Friday to set up through to Midday Sunday.
Bar staff costs for private functions	Separate charge	

Other Conditions of Hiring Sawley Village Hall

- Minimum hire period – 2 hours. Minimum charge: Sunday – Thursday - £30 and Fri- Saturday - £40
- The hall hiring charge should be paid in advance of the event
- Local “non profit making organisations” will receive 50% discount on the above rates
- Any additional time required outside of the rates booked above will be charged at the hourly rate
- Terms and conditions are listed separately. These must be signed and returned to the hall booking officer along with the deposit prior to the event
- Bar Staff must be paid separately on the evening of the event. Please discuss this with the booking officer when booking
- The hall holds a stock of glasses for the bar, however, they do not hold a stock of additional wine glasses and champagne flutes. If you require additional glasses, bring make arrangements to bring your own.