

HALL HIRE CHARGES

THE QUEEN'S HALL FROM 1st April 2019

Hourly Rates

(All these prices INCLUDE 20% VAT)

	SUNDAY - FRIDAY		SATURDAY HIRE ONLY		
	0900-1700	1700-2400	0900-1700	1700-2400 Cuckfield Resident/ Organisation	1700-2400 Non-Resident/ Organisation
MAIN HALL (including Stage)	£15.60	£18.60	£17.40	£25.00 Minimum hire 3 hours	£30.00 Minimum hire 3 hours
COUNCIL CHAMBER	£13.20	£13.20	£13.20	£13.20	£18.00
KITCHEN	Monday-Friday and Weekends £12.00 per hour (includes use of all equipment)				

PLEASE NOTE

- Hire charges above are hourly. All bookings must include preparation and clearance time
- ALL DAY exclusive Wedding hire of Queen's Hall special rate of **£900** including kitchen facilities, Lobby Bar, and Council Chamber, Garden, tables, chairs, china and cutlery, plus ½ day clear up time until 12noon on Sunday.
- Wedding booking deposit **£350** FULLY Refundable Damage Deposit **£350**
- **£75** charge for HALF DAY hall hire from 2pm for wedding decoration (previous day)
- **£150** charge for WHOLE DAY for wedding decoration (previous day)
- Additional cost to hold a Civil Wedding/Partnership Ceremony £250.00.
Please contact West Sussex County Council for Registrars current fees.
- Children's parties at the flat rate of £70 - maximum 3 hours hire including kitchen facilities & garden. Maximum 30 of children. Any additional time will be charged at the normal hourly rate.
- Regular Hirers, for hirers making a commitment for 1 year + will receive a 10% discount
- All guests to be asked to leave by 11.45pm. The hall MUST be fully vacated by midnight.
- **Refundable Damage Deposits:**
 - Daytime Events and Children's Parties: **£100 (up to age 12) £350 (from age 13)**
 - ALL Weddings and Private Evening Events: **£350.00**

CUCKFIELD PARISH COUNCIL, THE QUEEN'S HALL, HIGH STREET, CUCKFIELD, WEST SUSSEX RH17 5EL
FOR HALL BOOKINGS AND VIEWINGS PLEASE CALL (01444) 454276

Email: admin@cuckfield.gov.uk