

STAFF USE ONLY

SCALE OF HIRING CHARGES FOR PUBLIC HALL ROOMS

Complimentary WIFI is available throughout the complex

Sessions:

AM: 9am - 1pm
PM: 1:30pm - 5:30pm
EVE: 6pm- 10pm
(11pm for Public Hall)

PUBLIC HALL

Wheal Phoenix Kitchen available for hire

Disabled Access via platform lift and Hearing Loop System available

Seating: Theatre style - 300 max, includes seating on and under balcony
Cabaret style - 120 max, 100 with food. 8 chairs per table.

Discounted rate available for local organisations, charitable organisations and Birthday parties

	Commercial Rate	Discounted Rate
AM session	£71.00	£31.00
PM Session	£81.00	£36.00
EVE Session	£96.00	£41.00
ALL Day (Monday to Saturday)	£231.00	£81.00
Additional charge after 11pm (per hour)	£41.00	£21.00
Reservation of hall preceding event	£51.00	£26.00
Reservation for clearing after event on the following morning	£31.00	£16.00
5 days or more		£61.00 per day

Sunday bookings: 40% increase on Public Hall session rate

HOBHOUSE ROOM & WHEAL PHOENIX ROOM

Both offer kitchenette facilities

Hobhouse Room: Loop system and lapel microphone available on request. Located on ground floor, preferable for Birthday Parties.

Wheal Phoenix Room: Disabled access by platform lift

Seating:

Hobhouse Room: Theatre style - Up to 35
: Boardroom up to 26 if tables available
: Café style up for 30

Wheal Phoenix Room: Theatre Style - Up to 35 (half of room) max
: Boardroom up to 20 if tables available max
: Café style for 32, 40 with extra tables max

	Commercial Rate	Discounted Rate
Per Session	£18.00	£10.50
All Day	£44.00	£23.50
Additional charge after 10pm (per hour)	£8.00	£4.50

NEW LISKEARD ROOM, QUIMPERLE ROOM AND COUNCIL CHAMBER

New Liskeard Room and Quimperle Room both offer refreshment facilities

Quimperle Room: Disabled access by platform lift and secondary chair lift

New Liskeard Room: No disabled access

Council Chamber: No refreshment facilities. Disabled access via platform lift.

New Liskeard Room: Theatre style - not ideal, 25 max

: Boardroom - 20 max if extra tables available

Quimperle Room: Theatre style - 40 max

: Boardroom - 20 max if extra tables available

Council Chamber: Boardroom for 20 max, up to 10 around additional tables

	Commercial Rate	Discounted Rate
Per Session	£17.00	£10.00
All Day	£41.00	£22.00
Additional charge after 10pm (per hour)	£8.00	£4.50

All rooms, with the exception of the Public Hall, will be £21.00 per session on Sunday's

Additional items for hire

	Including VAT	Excluding VAT (Invoicing use only)
Bar in Refreshment Room or Public Hall for the sale of intoxicating liquor	£14.40	£12.00
Performing Rights Fee	£14.40	£12.00
Wine Glasses	£3.60	£3.00
Blunther Grand Piano	£12.00	£10.00
Downstairs Kitchen	£12.00	£10.00
Flip Chart Easel & Pens	£12.00	£10.00
Flip Chart Pad (Per Pad)	£12.00	£10.00
Public Hall Screen	£14.40	£12.00
Portable Screen	£12.00	£10.00
Projector	£14.40	£12.00
Exhibition Screens - external hire	£12.00	£10.00

Cancellations

Public Hall: ONE MONTH NOTICE -Booking fee still applicable if cancelled with less than ONE MONTHS notice

Other rooms: ONE WEEK NOTICE - Booking fee still applicable if cancelled with less than ONE WEEKS notice