

**HIRING CHARGES
EFFECTIVE FROM 9-JAN-2020**



Bookings fall into one of three hire charge bands:

Band 1:

- Bookings by individuals living in Girton who wish to hire the venue for private events/parties.

Band 2:

- Bookings by individuals living outside of Girton who wish to hire the venue for private events/parties; *or*
- Bookings by community groups, local charities and local non-profit organisations or profit-making activities of direct and obvious benefit to local residents (e.g. exercise classes).

Band 3:

- Bookings by (VAT-registered) businesses and public bodies.

Band 1 and 2 bookings of the Gordon Hall or the Scrine Room include use of the kitchen for tea/coffee making purposes. Full use of the kitchen for catering purposes attracts an additional charge (see below).

Band 3 bookings of the Gordon Hall include full use of the kitchen and use of the AV equipment.

GORDON HALL	Band 1	Band 2	Band 3
Mon – Thu 8am – 10.30pm Fri 8am – 6pm	£15 / hr	£20 / hr	£50 / hr
Sat – Sun 8am – 6pm	£20 / hr	£25 / hr	£60 / hr
Fri – Sun 6pm – midnight	£22 / hr	£35 / hr	£60 / hr

SCRINE MEETING ROOM	Band 1	Band 2	Band 3
Mon - Fri	£8 / hr	£10 / hr	N/A
Sat – Sun	£10 / hr	£12 / hr	N/A

KITCHEN USE in line with Centre's Kitchen Use Policy and User Guidance Fixed charge per booking	Band 1	Band 2	Band 3
Mon – Fri	£10	£20	See note above
Sat - Sun	£20	£30	See note above

AV EQUIPMENT USE	Band 1	Band 2	Band 3
Fixed charge per booking	£5	£10	See note above

STORAGE LOCKERS	Band 1	Band 2	Band 3
General Locker	£10 / month	£10 / month	N/A
Changing Room Locker	£1 / session refundable deposit		N/A

Additional Requirements

We are able to help with any food and beverage requirements for your booking if you would be interested in a catered service. Please ask us for full details. Indicative prices are as follows:

- Tea/coffee: £1.50 per person per serving
- Tea/coffee and biscuits: £2.00 per person per serving
- Bottled Mineral Water, Still or Sparkling: £3.00 per 75cl bottle
- Fresh pastries: £2.50 per person
- Fresh cut sandwich selection: £4.00 per person

All booking enquiries should be addressed to the Centre Manager, Helen Johnson
on tel: 01223 279587 or email wccmanager@camsacre.org.uk.

The William Collyn Community Centre can be found at
 Wellbrook Way, Girton, Cambridge, CB3 0GP