

Kettlethulme Village Hall

Hall Charges from 16th November 2020

HOURLY CHARGES

Main Hall – Bar Area – Kitchen	£15 per hour or part thereof
Bar Area – Upstairs Room	£12 per hour or part thereof

SPECIAL BOOKINGS*

Evenings

Friday & Saturday evening – private parties/dances/events	£70
Sunday to Thursday evening – private parties/dances/events	£60
Special low impact daytime rate – 9am – 5pm	£60 per day

Weekends

Weddings & Christenings etc

3 consecutive days / 3 evenings	£600
2 consecutive days / 2 evenings	£400

Extras

Chair Covers	£1 per chair
Tablecloths	Cleaning Charge Only
Sound Equipment Hire	£50

*Special Bookings – Retainers & Deposits

Evening Bookings:

Require a refundable deposit of £100 paid at time of booking

Weekend Bookings:

Require a 50% retainer to secure the booking, with the remaining 50% paid 6 weeks prior to the event. In the event of cancellation by the Hirer within that 6 week period, 50% of the total fee will be retained by Kettlethulme Parish Council.

Require a refundable damage deposit of £250 paid prior to the event taking place

GENERAL INFORMATION

A **Booking Form must be completed and handed to the Kettlethulme Parish Council contact with the deposit/retainer.**

The Village Hall is a **no smoking** establishment, and all users are asked to respect this condition.

All **invoices must be paid in full prior to the event** taking place.

All users are required to **remove all items of rubbish for the Hall.** Additional charges may apply if these conditions are not met.

If the premises user intends to sell alcohol by retail, then a **temporary events licence** must be obtained from Cheshire East Council and shown to the Kettlethulme Parish Council representative on collection of the key.

Regular users (Block Bookings) must complete a Regular User Booking Form. They may be entitled to a key to the building. If they have been provided with a key and unless alternative arrangements have been made, they will be responsible for opening up the building, making the room suitable for their requirements, returning and replacing anything moved during their time there and securing the building when they leave.

Contact: Rachel Blood

Tel: 01663 719279 / 07909513251

Email: bookings@kettlethulme.org