

**WELBURN VILLAGE HALL** (registered charity no. 1085747)  
**LETTING CHARGES** (from 3<sup>rd</sup> April 2017)  
Version 3 27/3/2017

**Welburn & Crambeck Residents**

Main Hall - regular use*	£9.00 per hour
Main Hall - occasional use	£11.00 per hour
Dot Smith Room only	£6.00 per hour
Both Rooms	£14.00 per hour for first four hours, £11 per hour thereafter
Minimum charge for private parties^ finishing before 10pm	£44 (if Main Hall used)
Minimum charge for private parties^ finishing after 10pm	£70 (if Main Hall used)

**Non-residents**

Main Hall - regular use*	£11.00 per hour
Main Hall - occasional use	£13.00 per hour
Dot Smith Room	£7.00 per hour
Both rooms	£17.00 per hour for first four hours, £13 per hour thereafter
Minimum charge for private parties^ finishing before 10pm	£52 (if Main Hall used)
Minimum charge for private parties^ finishing after 10pm	£90 (if Main Hall used)

Bookings are only accepted for multiples of complete hours

**Capacities:** Main Hall: maximum of 150 persons  
Dot Smith Room: maximum of 20 persons

**\*Definition of Regular Use:** Bookings made on the same form for the Main Hall on 4 or more days for 6 hours or more in total plus any additional sessions within 12 months.

**^Definition of a Private Party:** An occasional event whose main purpose is socialising and which is not open to all adult members of Welburn Parish either for free or for a charge.

**Payments:** For regular use, payment is due for the whole period booked on the date of the 2<sup>nd</sup> session. Full payment at time of booking for occasional use.

**Cancellations:** A full refund will be given if more than 24 hours notice is given. If less than 24 hours notice is given a full refund will be given less a fee of £4 for Main Hall bookings and £2 for Dot Smith Room Bookings.

**Hall available:** Monday to Thursday 8am until 10.30pm  
Friday & Saturday 8am until 11.00pm  
Sunday 8am until 10.00pm.

**BOOKINGS:** phone Nigel Boatman 01653 619609 or Yvonne Myers 01653 618610  
or e-mail [welburnvh@gmail.com](mailto:welburnvh@gmail.com).  
Booking forms available at [www.welburnvillagehall.webs.com](http://www.welburnvillagehall.webs.com)