

RATES	Eligibility criteria	Payment schedule	Cancellation policy
Full rate	Applies to all hirers who don't fall into the not-for profit category.	<p>For individual bookings: 100% upon reservation</p> <p>Recurring bookings:</p> <p>For bookings up to 4 consecutive weeks, 100% upon reservation. For bookings between 4 weeks and 12 weeks: 4 weeks upon reservation and 2 weeks deposit, then invoiced at end of each 4 week period. For bookings of 12 consecutive weeks or more: 4 weeks upon reservation and 4 weeks deposit, then invoiced at end of each 4 week period. 3% discount applied to bookings of 12 consecutive weeks or more. If the booking is partially cancelled or reduced to fewer than 12 consecutive weeks, original rate applies. For year-long bookings, contact us to discuss special rates</p>	<p>Individual booking: 2 weeks notice (14 calendar days) required. If notice is given at least 14 calendar days in advance, 100% of payment is refunded. No refund for late notice. Recurring bookings: For bookings up to 4 consecutive weeks, same length of notice as the booking (e.g. 2 weeks for a booking of 2 consecutive weeks, 3 weeks for 3 consecutive weeks, etc.). For bookings of more than 4 weeks: 4 weeks notice. No refund for late notice.</p>
Charity discount	25% discount applied to the full rate. Applies to non	For individual bookings: 100% upon reservation	Individual booking: 2 weeks notice (14 calendar days)

	<p>profit organisations (registered charities and community interest companies) hiring the venue for one off events or recurring bookings of fewer than 12 consecutive weeks</p>	<p>Recurring bookings: For bookings up to 4 consecutive weeks, 100% upon reservation. For bookings between 4 weeks and 12 weeks, 4 weeks upon reservation and 2 weeks deposit, then invoiced at end of each 4 week period.</p>	<p>required. If notice given at least 14 calendar days in advance, 100% of payment is refunded. No refund for late notice. Recurring bookings: For bookings up to 4 consecutive weeks, same length of notice as the booking (e.g. 2 weeks for a booking of 2 consecutive weeks, 3 weeks for 3 consecutive weeks, etc.). For bookings of more than 4 weeks: 4 weeks notice. No refund for late notice</p>
<p>Charity discount plus</p>	<p>3% applied to charity price. Applies to non profit organisations hiring the venue for long term recurring bookings (12 consecutive weeks or more). If the booking is partially cancelled or reduced to fewer than 12 consecutive weeks, original rate applies</p>	<p>For bookings of 12 weeks or more: 4 weeks upon reservation and 4 weeks deposit, then invoiced at end of each 4 week period.</p>	<p>4 weeks notice. No refund for late notice</p>
<p>Charity fidelity discount</p>	<p>Applies to block hirers who commit for at least 12</p>	<p>1 month upon reservation and 1 month deposit,</p>	<p>2 months notice on either side. Only applicable at the</p>

	months. Variable rates depending on length of booking and number of hours -- see table below. Paid monthly.	then each calendar month.	end of minimum term

CHARITY FIDELITY DISCOUNT RATES (discounts applied to the charity discount price)

	up to 20hours per week	between 20 and 40hpw	more than 40hpw
12 month contract	5%	7%	10%
24 month contract	7%	10%	13%