

Charges

PRICE LIST NON-COMMERCIAL

ROOM HIRE	Mon-Fri Until 6pm Per Hour	Mon-Fri After 6pm Per Hour	Sat & Sun Until 6pm Per Hour	Fri & Sat 6pm-Midnight Per Hour	Sunday 6pm-11pm Per Hour
MAIN HALL	£ 23.00	£ 34.00	£ 34.00	£ 250.00 Set Fee	£ 150.00 Set Fee
SMALL HALL	£ 13.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00

The prices quoted above are EXEMPT of VAT.

Please Note: There is a minimum charge of 3 hours for the hire of rooms.

KITCHEN	FULL USE	PART USE No equipment use, cutlery or plates	URN Cups & Saucers
	£ 63.00	£ 30.00	£ 15.00

VAT is in addition to the prices quoted above

Bookings including Full Use of the Kitchen require £100.00 deposit, returnable on inspection of kitchen and equipment.

DELEGATE RATE	FULL DAY Per Head	HALF DAY Per Head
Up to 30 People	£ 15.00	£ 11.50
31 - 70	£ 13.00	£ 10.00
71 - 100	£ 12.00	£ 9.00
101 - 200	£ 10.00	£ 7.00

The prices quoted above are EXEMPT of VAT

Full Day Rate includes: Use of any equipment; tea/coffee: arrival, mid AM, and PM and finger buffet lunch

Half Day Rate includes: Use of any equipment ; tea/coffee and pastries (AM) or cakes (PM) Tea/coffee on arrival, mid AM or mid PM.

CATERING OPTIONS	Per Head
COLD FORK BUFFET (tea / coffee included)	£ 8.70
FINGER BUFFET (tea / coffee included)	£ 7.00
FINGER BUFFET with FRUIT (tea / coffee included)	£ 7.50
SANDWICH LUNCH	£ 4.50
SANDWICH LUNCH with FRUIT	£ 5.00
TEA / COFFEE	£ 0.70 p/cup
TEA / COFFEE and BISCUITS	£ 1.00 p/cup
TEA / COFFEE and PASTERIES	£ 2.50
JUICE	£ 2.20 p/litre

VAT is in addition to the prices quoted above

EXTRAS	
FLIP CHART & PENS	£ 7.00
WHITEBOARD & PENS	£ 5.00
PUBLIC ADDRESS SYSTEM	£ 15.00
POWERPOINT PROJECTOR & SCREEN	£ 20.00
SCREEN ONLY	£ 6.50
DVD (laptop with output) & PROJECTOR	£30.00
THEATRICAL LIGHTING & DESK	£130.00

VAT is in addition to the prices quoted above

A booking form must be returned in all cases within 2 weeks of receipt

A booking deposit in accordance with the minimum hourly charge will secure your booking.

The balance will be required one week prior to the event.

REFUNDS

In case of cancellation - Please see conditions of hire.

Commercial Hire

For Commercial rates, full details and availability please contact Kidlington Parish Council on **01865 373691**

A wide range of support services and equipment is available for hire in conjunction with the function room itself.

We will be happy to arrange for any further equipment required for your use at a marginal cost.

Exeter Hall provides a flexible approach to meet your business needs

CHARGES REVIEWED ANNUALLY