

Usage Charges

| Hourly rate (up to) | | Deposit (refundable)* |
|---------------------|-----|--|
| Hourly rate | £10 | <p>£50.00</p> <p>To be paid separately before event. *Refundable if Terms of use are maintained</p> |

| | |
|---------------------|------------------------------|
| Beakers | 50 Available plastic for use |
| Bowls | 40 Available plastic for use |
| Plates | 40 Available plastic for use |
| Tablecloth's | 10 available for use |

All charges are subject to review at the discretion of The Committee.

Invoices are due for payment within 14 days before the event

* Deposit refunded in full if terms of hiring are complied with

Deposit

- ü The deposit will be refunded if no damage has been caused to the headquarters and premises have been left clean and tidy.
- ü Outside perimeter has been left clean and tidy
- ü The time allocated for use has not been exceeded by more than 15 minutes.

Cancellation Fees

- ü Up two week's prior to the function 15% of room charges
- ü Between two weeks and two days before the function 25% of the room charges
- ü 48 hours or less 50% of room hire.