

RATE CARD - VENUE HIRE



ROOMS	WEEK DAY		WEEKEND		Total
	Cost per hour	No. of hours	Cost per hour	No. of hours	
Ground Floor - Boardroom (Python)	£60.00	0	£80.00	0	£0.00
Ground Floor - Meeting room (Swift)	£50.00	0	£70.00	0	£0.00
Ground Floor - Class Room (Endeavour / Voyager / Sputnik / Pioneer)	£70.00	0	£90.00	0	£0.00
Ground Floor - Glass Pod	£30.00	0	£50.00	0	£0.00
1st Floor - Mac Suite (Genesis)	£90.00	0	£110.00	0	£0.00
1st Floor - PC Room (Ace / Vega)	£80.00	0	£100.00	0	£0.00
1st Floor - Open Space with Kitchenette area	£100.00	0	£120.00	0	£0.00
2nd Floor - Mezzanine Area	£80.00	0	£100.00	0	£0.00
WEEK DAYS & WEEKENDS					
EXTRA EQUIPMENT	Cost per day		No. of days		Total
TV / AV (with HDMI cabling)	£30.00		0		£0.00
Projector (in Open Space)	£50.00		0		£0.00
Laptop / computer	£50.00		0		£0.00
Extra chair (chair, stool and bar-stool)	£5.00		0		£0.00
Extra table (rectangular 140x70cm, round 100cm)	£10.00		0		£0.00
Flipchart (incl. pens & paper)	£10.00		0		£0.00
WEEK DAYS & WEEKENDS					
OTHER	Cost per day		No. of days		Total
IT Support onsite	£100.00		0		£0.00
Parking (10 spaces available)	£7.00		0		£0.00

PLEASE FILL IN

*Minimum 2 hours bookings during the week and 4 hours on the weekends.
 **Please include your set up and break out time in your booking.
 ***We offer 10% discount to registered charities, community organisations, Tottenham Hale residents and our local businesses.