



**St Mary's – A Creative Space**  
**Hire charges**



Hire period	1hr	2hr	3hr	4hr	5hr	6hr	7hr	8hr	
Commercial (commercial, private events and community or charitable event with income; eg ticket sales) rate	£23	£46	£69	£84	£104	£124	£144	£164	£164 + £20 per each hour or part of
Community (community, charitable event with no income)	£18.50	£37	£55.50	£58	£70	£82	£94	£105	£105 + £12 per each hour or part of
Commercial (and community event with income) week rate	£630								
Community (event with no income) week	£420								

The booking charge will be based on the whole period of time you are in the building eg from access. Events with income that have pre-event access during the evening will be charged the commercial rate from 6.30pm. Eg if your event starts at 7.30pm but you are in the building from 6.30pm the first hour and any clear up time will also be charged at the full commercial rate.

Charges will be made for each half hour or part of eg 1 hr 15 mins will be charged for 1hr and a half hours use. If you hire the venue at community rate for 3.5 hours (3.5 x £18.50 = £64.75) you would be charged the lower 4hr / half day rate of £58

For a Community group booking for an event that has two sessions eg morning rehearsal and evening concert each event will be charged separately unless the set-up of the room is prohibitive to other users. So a morning rehearsal would be charged at a Community Rate and the Evening Concert at the Commercial rate.

Event cancellation by the Hirer 14 days or less prior to the event will require the Hirer to pay 50% of the Booking fee.  
 Event cancellation by the Hirer 24 hours or less prior to the event will require the Hirer to pay the full Booking fee.  
 Please note that if your event includes music St Mary's has a PRS and PPL licence. These allow royalties to be paid to artists



when their music is performed or played. We will require information about your event to submit information to PRS and PPL and we will recharge you for this licence cost.