

Cottenham Village Hall Hire Charges

Room	Description & approx. capacity
Hall - Ground floor	120 m ² Capacity: 140 seated theatre style Access to kitchen
Lounge – Ground floor	46 m ² Capacity: 30 seated theatre style Access to bar (at additional cost) and kitchen
Balcony Room – First floor	160 m ² with access to Balcony and view 100 at table/150 standing. Access to bar (at additional cost) and kitchen

Hire charges (per hour)

The hire charge depends on when the facilities are required and which of three bands the hirer falls into:

Band 1:

- Bookings by individuals living in Cottenham (Civil Parish) who wish to hire the venue for private events/parties and charities.

Band 2:

- Bookings by individuals living outside Cottenham (Civil Parish) who wish to hire the venue for private events/parties; *or*
- Bookings by community groups, local non-profit organisations or non VAT-registered profit-making activities of direct and obvious benefit to local residents.

Band 3:

- Bookings by public bodies and VAT-registered businesses.

Bookings of the Hall, Lounge and Balcony Room include use of the kitchens for tea/coffee making purposes. If you wish to use for full catering purposes, please ask.

Use of the Bars (Lounge or Balcony) attracts an extra flat rate charge (see below). If you require a serviced bar, please ask and we will be happy to help meet your requirements.

Prices are inclusive of VAT and per hour except use of bar which is a flat rate per hire.

Per hour incl. VAT	Mon – Thu 8am – 10.30pm, Fri 8am – 6pm			Fri 6pm – midnight, Sat/Sun 8am – midnight		
	Band 1	Band 2	Band 3	Band 1	Band 2	Band 3
Room	£20.00	£24.00	£36.00	£20.00	£24.00	£36.00
Hall	£20.00	£24.00	£36.00	£20.00	£24.00	£36.00
Lounge	£16.00	£19.50	£30.00	£16.00	£19.50	£30.00
Hall & Lounge	£33.60	£40.80	£62.40	£33.60	£40.80	£62.40
Balcony Room	£36.00	£46.50	£78.00	£42.00	£54.00	£90.00
Use of Bar (per hire)	£18.00	£25.50	£48.00	£30.00	£37.50	£60.00

If you wish to hire for more than 5 hours, please contact us for a bespoke cost.

Email: bookings@cottenhampc.org.uk Phone: 07490 459130

For availability click on Weekly Diary at www.cottenhampc.org.uk/village-hall-hire