WESLEY CHURCH CENTRE LETTINGS RATES JANUARY – DECEMBER 2019

Not-for-profit hourly rates

	Discount %	Hall	Coffee Lounge	Atrium	Upper Room	Creche	Worship Area alone	Worship Area & downstairs
					If booked tog, 2nd space half price			
Seating capacity		*100*	*25*	*60 standing*	*25*	*35*	*250*	
One-off bookings	0	£19.13	£14.35	£19.13	£9.56	£9.56	£38.26	£57.39
Ongoing regular bookings *(at least 10x a yr)*	10	£17.22	£12.90	£17.22	£8.61	£8.61	£34.42	£51.66
Ongoing regular bookings *(at least 20x a yr)*	17.5	£15.78	£11.84	£15.78	£7.88	£7.88	£31.55	£47.35
Ongoing regular bookings *(at least 30x a yr)*	25	£14.35	£10.75	£14.35	£7.17	£7.17	£28.69	£43.05

Minimum hours per space is 1.5hrs. Shared space bookings of the Hall or Atrium during Coffee Bar opening hours are by negotiation. For-profit groups subject to surcharge of 30%-50%. Second space *on same heating circuit* attracts 50% discount.

One-off bookings out of coffee bar opening times will incur additional warden costs at **£8.90** an hour. The only exception is when the hirer can identify a suitable Wesley keyholder willing to steward the event as a volunteer.

Rehearsal time: lettings rates for rehearsal time *related to a performance* are by negotiation. For concert bookings, if the Wesley church piano or organ needs to be tuned or serviced the indicative costs would be £75 *(piano)* and £250 *(organ).*

A projector and screen is available for groups to use. Projector costs an additional **£3.11 an hour** will be levied on top of the lettings rate to cover replacement cost of the bulb.

<u>**EVENING REFRESHMENTS**</u> The Wesley warden manages the operation for public events and helps serve. Wesley supplies hot and/or cold drinks *(to be agreed in advance),* necessary disposables and equipment. Takings go to Wesley Coffee Bar.

ROOMS MUST BE LEFT AS THEY WERE FOUND – ANY FURNITURE THAT HAS TO BE MOVED MUST BE PUT BACK IN THE ORIGINAL LAYOUT – PLEASE TAKE A PHOTO OF THE SPACE ON YOUR MOBILE PHONE BEFORE YOU MOVE ANY FURNITURE

PLEASE BE AWARE THAT THE CHARGES QUOTED MAY BE SUBJECT TO AN ANNUAL INCREASE