

REGENCY HALL HIRE RATES & BOOKING FORM

Email info@regencyhall.org.uk Phone 01834 811700

LARGER EVENTS

Event	Venue	Duration	Price	Extras
Dance/ show / Presentation (involving the sale of tickets)	Main Hall	7.00pm – 1.00am Daytime up to 6hrs £300 (before 7pm)	£400 8pm-1.00am (door staff £18 per person per hr) 2 per 100	Your event may require you to provide Door Staff(please contact us for details)
Conference	Main hall	9am – 5pm	£400 (audio & visual equipment included)	Use of kitchen £20
Craft Fairs, Markets, Exhibitions etc.	Main Hall	Up to 4 hours Up to 8 hours	£200 £350	Use of kitchen £20 Use of kitchen £20
Craft Fairs, Markets, Exhibitions etc.	Main Hall & Meeting Room	Up to 4 hours Up to 8 hours	£230 £350 per day	Use of kitchen £20 Use of kitchen £20
Craft Fairs, Training, Exhibitions etc	Meeting Room	9.00am – 5.00pm	£180	Use of kitchen £20

Fully licensed premises, please discuss your bar requirements at the time of booking

Consumption of own alcohol is not permitted on the premises without prior agreement from the Management.

Please note that any extra hours required other than the times shown, will be charged at the halls hourly rate.

Type of Event		Date Required	
Start Time		Finish Time	
Name		Address	
Phone Number		Email	
Extras e.g. Bar, Kitchen, mics,		Special requests	

On making this booking you agree to our Terms and Conditions that can be found and read on our Book a Room page.

Terms and Conditions read (please tick)

Sign ----- Date -----