

## St Thomas' Church - rental rates (1<sup>st</sup> September 2015)

	£ph	
Church worship space*	50	8am - 6pm
	50	6–12pm Sun - Thurs
(*normally excludes chapel)	65	6–12pm Fri & Sat
Use of church worship space includes access to kitchenette.		
Additional use of main kitchen	20	
Upper hall	40	8am – 6pm
	40	6–12pm Sun - Thurs
	50	6–12pm Fri & Sat
Lower hall and kitchen	40	8am- 6pm
	40	6–12pm Sun - Thurs
	50	6–12 pm Fri & Sat
Upper room	20	
Regular users (at least weekly)	10% discount	
Not-for-profit / voluntary groups	10% discount	
Charity groups	25% discount	
A double discount (ie up to 35%) will be allowed if appropriate.		

Minimum rental period is 2 hours.

Tie to set up and clear away needs to be included **within** your rental period.

The rates are non-negotiable.

### Evening parties

For evening parties we require users to hire the whole of the ground floor. There will be no other users in the building for this period. The cost is £100 / hour before 6pm and £125 / hour after 6pm. Moving chairs and upstairs access is additional. At present we will have a restricted number of evening parties in any one year.

### Children's parties

We welcome children's parties. Please allow enough time to set up and clear up. No ball games. No food and drink upstairs. We charge £120 for 3 hours in the lower hall.

### Payment terms

We require a deposit of 2 hours rental by cheque, cash or BACS. A booking will not be considered firm until it is paid for in advance. Regular bookings will be required to pay by standing order to the church.

### Availability of rental space

Due to church use, we have no regular hirings on Sundays or on Saturdays after 6pm. No hirings to commence before 8am. Events must finish no later than 11pm. This is because the building stands in the middle of a residential neighbourhood. However, up to an hour clearing up period will be allowed for evening events

## St Stephen's Church - rental rates (wef 1<sup>st</sup> April 2015)

	£ ph
Church worship space	
Standard	38
Charity / voluntary groups	19
Children's parties (4 hours)	125 (total)
Rear Hall	
Standard	32
Charity / voluntary groups	16
Children's parties (4 hours)	125 (total)

Use of the worship space includes access to kitchenette by prior agreement. Minimum rental period is one hour, which should include setting and clearing up time. The rates are non-negotiable.

### Payment terms

We require a deposit of £60 by cheque, cash or BACS. A booking will not be considered firm until it is paid for in advance. Regular bookings will be required to pay by standing order to the church.

### Availability of rental space

Due to church use, we have no availability for hirings on Sundays or Saturdays.

No hirings to commence before 8am. Events must finish no later than 10pm. This is because the building stands in the middle of a residential neighbourhood.

### Other rental space

St Stephen's Church Centre also contains a lounge, side hall and kitchen. They are all leased and managed by the Weir Link, to whom all queries should be referred, on 020 8675 2481.