**Theberton & Eastbridge Jubilee Hall**

**Hire Charges**

The Jubilee Hall is owned and operated by Theberton & Eastbridge Community Council.

The charges include use of the kitchen (including crockery and cutlery), heating and car parking. The hire charge applies to the period during which the event takes place. There is no charge for up to 1 hour preparation time and for 1 hour clearing up time after the event. Advance notice will be given if adjacent events require these times to be reduced to less than 1 hour.

The hall can provide table seating for 68 people, up to 80 in lecture format or 90 standing for a buffet event. The kitchen is equipped with cooker, hob, microwave and dishwasher. The car park has space for 20 vehicles. There is easy access and facilities for the disabled. The hall has a premises licence for the sale of alcohol and the provision of entertainment facilities (music, dancing or films).

**Hourly Rates**

|  |  |  |
| --- | --- | --- |
| Standard | +Residents/Regular\* | Charity\*\* |
| £9 | £8 | £6 |

**Daily Rates**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Standard | +Residents/Regular\* | Charity\*\* |
| Day (9am - 5pm) | £45  3  33  3 | £35 | £25 |
| Evening (6pm - 11pm) | £35 | £30 | £25 |
| All Day (9am - 11pm) | £80 | £65 | £25 |

+ Residents: All persons living within the Parish of Theberton & Eastbridge

\* Regular: Discounted rate for regular users who commit to using the hall for a minimum of 1 booking per month for 6 months or otherwise by agreement with the Hall Management Committee.

\*\*Charity: Events held for the benefit of a registered charity or charitable organisation and agreed with the Hall Management Committee.

-1-

**Additional Charges**

1. A deposit of £100 is required for private parties, weddings or similar functions. The deposit is refundable if the hall is left clean and there are no breakages.

2. Alcohol can only be sold with the prior agreement of the Hall Management Committee in accordance with the licence conditions.

**Groups which have free use of the Jubilee Hall**

Groups or organisations which provide a service for the benefit of all in Theberton and Eastbridge have free use of the hall at the committee’s discretion.

-2-