

WESLEY CHURCH CENTRE LETTINGS RATES JANUARY – DECEMBER 2018

Not-for-profit hourly rates

	Discount %	Hall	Coffee Lounge	Atrium	<i>If booked tog, 2nd space half price</i>		Worship Area alone	Worship Area & downstairs
<i>Seating capacity</i>		<i>100</i>	<i>25</i>	<i>60 standing</i>	<i>25</i>	<i>35</i>	<i>250</i>	
One-off bookings	0	£18.68	£14.01	£18.68	£9.33	£9.33	£37.36	£56.04
Ongoing regular bookings <i>(at least 10x a yr)</i>	10	£16.81	£12.60	£16.81	£8.41	£8.41	£33.61	£50.45
Ongoing regular bookings <i>(at least 20x a yr)</i>	17.5	£15.41	£11.56	£15.41	£7.70	£7.70	£30.81	£46.24
Ongoing regular bookings <i>(at least 30x a yr)</i>	25	£14.01	£10.50	£14.01	£7.00	£7.00	£28.02	£42.04

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 **£8.69** 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 **£3.04 an hour** will be levied on top of the lettings rate to cover replacement cost of the bulb.

EVENING REFRESHMENTS 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