

ARC ROOM HIRE CHARGES

Rates apply from 1st January 2017. Block bookings will be honoured up until the end of the financial year (31st March, 2017)

Monday to Sunday	FUNCTION ROOM Per hour	KITCHEN Per hour	MEETING ROOM Per hour	EVENT
Alresford Residents, Charities & Societies	£10	£10	£5	£100
Alresford Commercial	£25	£25	£12	£175
Non-Alresford Commercial	£35	£35	£29	£250

Additional Costs

- Room set-up & Dismantle £25
- Electrical Equipment £10
- Tea & Coffee £2.50 per person

Terms & Conditions

- **Alcoholic Beverage** – The ARC reserves the right to be the only provider of all/any alcohol consumed on the premises.
- **Block Bookings** – A 10% discount is given to Block bookings over 6 weeks.
- **Deposit**
 - 50% deposit is required upon booking acceptance.
 - £75 refundable cleaning deposit for hall & kitchen hire.
- **Cancellation Charges**- Deposit will be retained if event cancelled 6 weeks prior to the booking date.
- **Kitchen Hire Requirements** – Food Safety Certificate
 - Use of crockery and cutlery is included, stock not included
- **Catering** – Cost on requests.
- **Payment Terms** – 14 days from receipt of invoice. Payments to New Alresford Town Council