

THE WEST STOCKWITH GERTRUDE MORRIS MEMORIAL HALL CHARITY

Registered Charity Number: 228098

Registered Address: c/o Benedict Cottage, Canal Lane,
West Stockwith, Nottinghamshire DN10 4ET

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Charges

Hiring Charges (with effect 1st January 2023)

Hourly Charges *	Residents of West Stockwith	£10 per hour
	Non residents	£12 per hour
	Commercial users	£15 per hour
	Children's parties (Monday-Friday, minimum 3 hours) **	£10 per hour
	Children's parties (Saturday-Sunday, minimum 3 hours) **	£12 per hour
All day bookings e.g. 9am – 12 midnight	Residents of West Stockwith	£120
	Non residents	£144
	Commercial users	£180
Premises Licence	for use of the Premises Licence subject to prior approval, per day	£20
Equipment	Free with the hiring of the hall.	

* Minimum hire: 1 hour Monday-Friday, 3 hours Saturday and Sunday; charged in hourly increments

** Defined as an event finishing before 6pm where the majority of attendees are aged 12 or under and no alcohol is consumed

Basis of Hourly Rates

Hirers are charged from their time of entry to the village hall to the time it is vacated. You must ensure that you allow sufficient time for setup as well as for clearing up and cleaning afterwards.

Deposits

A security deposit of £50 against damage or the hall being left in an unacceptable state will be required for all events unless the committee specifically decides otherwise. This will be refundable after inspection to ensure that the conditions of hiring have been observed.

Payment Methods

Payment of the hire fee and the deposit is due four weeks before the commencement of hire. Payment may be made by Bank Transfer, but cheques are only accepted by prior agreement.

Payment Terms

Full payment of your hire fee and deposit is due no later than two weeks before your event. We do not issue reminders, so please ensure that you make your final payment in good time; if payment is not received you may forfeit the period booked and we may accept bookings from other hirers.

Please note that bank transfer is our preferred method of payment – cheques will only be accepted by prior agreement at the time of booking.

Bank Transfer:

Pay by BACS on HSBC PLC

Name: The West Stockwith Gertrude Morris Memorial Hall Charity

Sort Code: 40-22-01

Account Number: 80853984

(Please quote Invoice Number)

Please quote your date of hire as a reference, and also provide us with your bank details for the return of the deposit – via gmhvillagehall.weststockwith@outlook.com

Cheque: only accepted by prior agreement at the time of booking with the Charity Secretary.
Unfortunately we are **unable** to accept cash.