

LONG ITCHINGTON COMMUNITY CENTRE

Hire Charges for Use of Community Centre

	<u>Weekdays</u>	<u>Saturday</u>	<u>Sunday</u>
Community Room			
First hour	10.00	12.00	15.00
Each succeeding hour or part thereof	6.00	7.00	8.00
Dual Use Hall			
1 hour only	17.50	17.50	17.50
2 hours only	22.50	27.00	32.00
Each succeeding hour or part thereof	5.00	7.00	9.00

Extended Bookings and Full Week-End rates are by arrangement with the Lettings Secretary:

Mrs Linda Clark
13 Wulfstan Drive
Long Itchington
Warks
CV47 9QR
Tel: 01926 814255
Email: linda.wulfstan@btinternet.com

The above Community Room charges permit the hirer to use of all the facilities available in the Community Room including the kitchen and all the kitchen equipment provided. The charges also include 1 hour's free preparation time to be taken, wherever possible, immediately prior to a booking. Any other arrangements for using this free hour must be made with the Caretaker:

Mrs F Sheasby
39 Stockton Road
Long Itchington
Warks
CV47 9QP
Tel: 01926 817886

Any extra preparation time beyond the free hour must be booked with the Lettings Secretary and will be charged for at the normal rates.

Hirers are reminded that:

- It is their responsibility to bring the notices of fire regulations and emergency evacuation procedures to the attention of all those participating in their booking
- Under the terms of the letting, they are responsible for any damage caused to any part of the site during their event
- Any damage must be reported to the Caretaker
- Functions must end in time to allow the site to be cleared by 1.00 am (by 12.00 midnight on Saturdays)
- All recyclable waste (paper, card, glass bottles, tin cans, etc) should be deposited in the recycling bins provided
- A booking may be cancelled without charge providing the Lettings Secretary receives 48 notice.

The responsibilities of the Hirer are explained in the Conditions for Hiring Long Itchington Community Centre, a copy of which is available in the Community Centre with further copies available on request.

Thank you for your booking.