

Alresford Recreation Room Hire Charges 2019

Rate	Category	Meeting Room Hire (per hour)
1	Alresford Residents/Charities	£7
2	New Alresford commercial and Non-residents	£8
3	Commercial	£15

Bookings are to be scheduled by sending an email request to bookings@newalresford-tc.gov.uk

Terms and Conditions

1. The time span of the booking must include set up and clear up times.
2. An invoice will be sent to the email address provided following the event.
3. Bookings missed without 3 clear days prior notice will be charged at full rate.
4. In case of Fire the lift will not be operational, the lead person is responsible for the safety of any persons attending who are mobility challenged and ensure they are able to egress the building.
5. If the party is for persons under the age of 18 under no circumstances is alcohol to be consumed on the premises by any person under the age of 18 years old. A responsible person (over 18) must always be present.
6. Parties for under 18-year olds – An adult's email address and mobile phone number must be provided.
7. The sale of alcohol is prohibited on the premises unless a Designated Premises Supervisor form is completed and returned to the office prior to the event.
8. Persons can consume alcohol on the premises.
9. Please ensure that New Alresford Town Council facilities are left clean and tidy.
10. Any faults identified are to be reported to bookings@newalresford-tc.gov.uk