

Bradford-on-Avon Quaker Meeting House

Room hire charges effective from 1 March 2019

- Large room booking: Our main meeting room (including the adjacent library) is charged at £10 per hour for the first 2 hours and £7.50 per hour after that.
- Small room booking: Our library on its own is charged at £6.50 per hour for the first 2 hours and £3.50 per hour after that. Our small meeting room (behind the kitchen) is charged at the same rate as the library on its own.

Examples:

Hours	1.0	1.5	2.0	2.5	3.0	4.0	7.0
Large room	£10	£15	£20	£23.75	£27.50	£35	£57.50
Small room	£6.50	£9.75	£13	£14.75	£16.50	£20	£30.50

Time for arrivals / departures

Unless agreed otherwise, we will charge for 15 minutes on either side of a booked session for arrivals / set-up and departures / clear-away. If, for example, your session lasts for an hour, we will charge for 1.5 hours – and, in turn, will make sure that you get exclusive use of the booked room for the entire 1.5 hours.

Hirers with special needs

Hirers who require extra time for set-up and/or clear-away owing to poor health or disability will normally only be charged our standard times for set-up/clear-away. Any reasonable extra time will be added to their booking free of charge.

Payments

We normally invoice

- regular hirers monthly in arrears
- term-time only hirers half-termly
- occasional hirers up to 30 days in advance of their booking(s)

Invoices need to be paid within 30 days of invoice date. Accepted payment methods are, in order of preference, BACS, cheque, and cash.