

**HIRE RATES as at May 2016 Prices include VAT (figures in brackets exclude VAT)**

	Henlake Suite	Stowford Hall 1	Stowford Hall 2	Stowford Halls Combined
One Session	£84 (£70)	£84 (£70)	£84 (£70)	£192 (£160)
Two Session	£168 (£140)	£168 (£140)	£168 (£140)	£372 (£310)
Three Session	£252 (£210)	£252 (£210)	£252 (£210)	£540 (£450)
A 30% discount rate is available on Monday & Tuesday evenings for community & charity use				
<b>The Meeting Room - £18 (£15) per hour (or part hour) minimum one hour. Max 8 occupants.</b>				
<b>Beacon Room - please refer to Ivybridge Library (a caretaking charge may apply).</b>				

Sessions:	Morning 08.30 to 12.30	Afternoon 13.30 to 17.30	Evening 18.30 to 22.30
	Earlier start times can be arranged		later can be arranged

**Refreshments:** **Please note: we do not allow external or self catering**  
 please see buffet menu for our full range of in-house catering  
 Lunches, 2/3/4 course meals, min 10 people  
 Dinners & dances up to 120 persons  
 Weddings & anniversaries, christenings

**Bars & Wines** Full bar service available, bar price list on request

<b>IT and Audio-Visual equipment for Hire</b>	Cinema Projector & screen Stowford Hall 1 only	£60 (£50) per session hire
	Cinema screen only Stowford Hall 1 only	£24 (£20) per session hire
	Portable Projector	£30 (£25) per session hire
	Large portable screen	£18 (£15) per session hire
	Wall screen (Henlake Suite)	£12 (£10) per session hire
	Laptop	£30 (£25) per session hire
	Radio microphones	£12 (£10) each per session hire
	Background music / PA system	£24 (£20) per session hire

<b>Other items</b>	Lectern in clear Perspex	£12 (£10) per session hire
	Flipchart	£6 (£5) per session
	Linen table cloths	£7.20 (£6) each

**Private Party / Event Hire**

We cater for christenings, birthday parties, weddings, funerals, retirements and anniversaries, these include foods and drinks with a fully licensed bar offering a full range of alcohol & soft beverages, please ask for details

**Stage & Entertainment Events**

<b>Staging</b>	Standard size - 28 units: 5m x3 m	£48 (£40) per hire
	Medium size - 36 units: 6.5m x 3m	£54 (£45) per hire
	Max size - 45 units: 6.5m x 3.75m	£60 (£50) per hire

Cat walks, walk ways, risers for drums and lower tiers for choirs - all by arrangement

<b>Stage Equipment</b>	Stage lighting	£18 (£15) per hour
	Sound desks, speakers and monitors available to suit your requirements	
	Sound & light technician by arrangement (from £70 per event)	

**Entertainment:**

We can arrange this for you or you may book your own (subject to terms and conditions).

**Live MUSIC/THEATRICAL events :**

**HIRE:** Combined Stowford Hall for live musical/theatrical events £540 (£450.00) or by negotiation  
 Space available 2pm to midnight including set-up and take down - includes bar service 7pm to 11pm. Box office/on-line ticket service: No VAT applicable to sale price, box office administration charge of 10% per ticket sale, with a minimum 50p and maximum of £1.00 per ticket PLUS VAT  
 A levy to cover the PRS & PPL licence costs may have to be applied depending on the nature of your event.

**SPLIT:** 70/30 in artists favour as a guide but negotiable, tickets subject to VAT.  
*by arrangement with the manager*

Stage sound & light equipment, by agreement  
 Stewards & door staff by requirement / arrangement