

Lettings policy effective from 1st April 2011

STANDARD CHARGES	MAXIMUM CAPACITY	DAY SESSIONS 8am - 6pm	HALF DAY SESSIONS 8am - 1pm 1pm - 6pm	EVENING SESSION 6pm - 12pm	SPLIT SESSIONS will be charged an extra rate
LARGE HALL	180	£200	£100	£100	plus £30
SMALL HALL	50	£110	£55	£55	plus £20
MEETING ROOMS	20	£75	£38	£38	plus £10

COMMERCIAL CHARGES	MAXIMUM CAPACITY	HOURLY RATE	
LARGE HALL	180	£35	
SMALL HALL	50	£20	Discount: Half price if large hall is also booked
MEETING ROOMS	20	£10	Discount: half price if large hall is also booked

WEDDINGS CELEBRATIONS	MAXIMUM CAPACITY	8am - 12pm	HOURLY RATE FOR PREPARING OR CLEARING	
LARGE HALL	180	£300	£20	
SMALL HALL	50	£200	£12.50	Discount: Half price if large hall is also booked
MEETING ROOMS	20	£125	£7.50	Discount: Half price if large hall is also booked
CIVIL CEREMONIES	£150 Does not include cost of Registrar or Hall			

DISCOUNTS				
COMMUNITY GROUPS	A community benefit group – e.g. clubs, services free to residents or regular users	50% or at an hourly rate	<u>HOURLY RATES</u> LARGE HALL SMALL HALL MEETING ROOM	£20 £12.50 £ 7.50
LOCAL RESIDENTS	Must be a Kirton in Lindsey Resident (living in the civil parish of Kirton in Lindsey)	25%		

The Town Hall Trustees reserve the right to refuse a booking if deemed necessary.