



Town Hall, High Street, Corsham, Wiltshire SN13 0EZ  
 Tel: 01249 702130      Email: [towncouncil@corsham.gov.uk](mailto:towncouncil@corsham.gov.uk)      [www.corsham.gov.uk](http://www.corsham.gov.uk)

## HIRE CHARGES (1 April 2019 – 31 March 2020)

### 1. MAIN HALL

	<i>Local Charity / non profit organisations</i>	<i>Standard/Commercial</i>
Per Session ( <b>4 hours</b> )	£85.00 (£70.83+14.17 VAT)	£108.00 (£90.00+18.00 VAT)
Each Hour (before Midnight)	£25.00 (£20.83+4.17 VAT)	£32.00 (£26.67+5.33 VAT)
Each Hour (after Midnight)	£48.00 (£40.00+8.00 VAT)	£64.00 (£53.33+10.67 VAT)
Booking Fee (non-refundable)	£35.00 (£29.17+5.83 VAT)	£35.00 (£29.17+5.83 VAT)
Deposit (refundable) (extra cleaning/damage)	£100.00*	£200.00*

**\*Deposit (refundable) of £500 required when alcohol is available at functions**

A 15% discount for regular hirers who book for 6 weeks or more is available.

Setting Up Charges	£30.00 (£25.00+5.00 VAT)	(Tables and chairs belonging to the Town Hall)
Taking Down Charges	£30.00 (£25.00+5.00 VAT)	(Tables and chairs belonging to the Town Hall)
Removal of all tables	£50.00 (£41.67+8.33 VAT)	

**Minimum charges apply outside of office hours  
 (9.00am – 5.00pm, Monday – Thursday, 9.00am – 4.30pm Friday)**

Weekdays/Saturdays	£ 62.00 (£51.67 + 10.33 VAT)
Sundays	£ 75.00 (£62.50 + 12.50 VAT)
Bank Holidays	£ 90.00 (£75.00 + 15.00 VAT)
Out of Hours Visits	from £25.00 (£20.83 + 4.17 VAT)




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## HIRE CHARGES

(1 April 2019 – 31 March 2020)

### 2. COUNCIL CHAMBER

	<i>Local Charity / non profit organisations</i>	<i>Standard/Commercial</i>
Per Session ( <b>4 hours</b> )	£45.00 (£37.50+7.50 VAT)	£57.00 (£47.50+9.50 VAT)
Per Hour (Before Midnight) <b>(minimum booking)</b>	£18.00 (£15.00+3.00 VAT)	£22.00 (£18.33+3.67 VAT)
Each Hour (After Midnight)	£30.00 (£25.00+5.00 VAT)	£37.00 (£30.83+6.17 VAT)
Booking Fee (non refundable)	£35.00 (£29.17+5.83 VAT)	£35.00 (£29.17+5.83 VAT)
Deposit (refundable) (extra cleaning/damage)	£100.00*	£200.00*

**\*Deposit (refundable) of £500 required when alcohol is available at a function**

**Minimum charges apply outside of office hours  
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Ref: *djm/20/11/18*