

SPECTRUM CENTRE ROOM HIRE & ADDITIONAL COSTS

2017

Ground Floor Rooms (Room Hire Only)

Room	Capacity*	Band A	Band B**
Theatre	350 Standing 156 Bleachers	£15 per hour	£25 per hour
Studio	70	£15 per hour	£25 per hour
Concourse	40	£15 per hour	£25 per hour

*Required set up may reduce capacity of room – check with Centre for confirmation

** Band B relates to commercial lets, discretion of Management Committee will be applied

First Floor Rooms* (Room Hire Only)

Room	Capacity**	Band A	Band B***
Room 1	20	£8 per hour	£15 per hour
Room 3	4	£8 per hour	£15 per hour
Room 4	40	£8 per hour	£15 per hour
Room 5	30	£8 per hour	£15 per hour
Room 6	30	£8 per hour	£15 per hour
Room 7	30	£8 per hour	£15 per hour
Rooms 6 & 7	60	£16 per hour	£30 per hour

*Spectrum Centre does not have a lift to access the First Floor

**Required set up may reduce capacity of room – check with Centre for confirmation

***Band B relates to commercial lets, discretion of Management Committee will be applied

Out of normal building opening times (Band A & B):

	Room Hire plus Staff Hire
From 5pm Fridays	£33 per hour
From 4pm Saturdays	£33 per hour
All Day Sunday	£33 per hour
Additional Staff Members	£13.50 per hour

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Additional Equipment Charges:

Equipment	Hourly Charge
Laptop	£3 per hour
Power point Screen	£3 per hour
Power point Projector	£3 per hour
Flipchart + Paper	£3 per hour
TV/DVD Player	£3.50 per hour
TV/Video	£3.00 per hour
Small PA System	£2.00 per hour
CD Player	£2.00 per hour
Bowling Mat	£3 per hour
Piano	£3 per hour

Additional Catering Charges:

*All costs inc VAT & are per person/per serving

**Special Dietary Requirements will be endeavoured to be met upon request

TEA/COFFEE	£1.70
TEA/COFFEE/BISCUITS	£2.20
TEA/COFFEE/SHORTBREAD	£2.70
FRESH FRUIT JUICE (IN JUGS)	£3.20 per jug
SANDWICH/CRISPS LUNCH	£5
SANDWICH/CRISPS/FRUIT BOWL LUNCH	£5.50
SOUP/SANDWICH/CRISPS LUNCH	£6
SOUP/SANDWICH/CRISPS/FRUIT BOWL LUNCH	£6.50
DIABETES UK – TEA/COFFEE/CAKE	£2.95