

DRILL HALL CHEPSTOW HIRE CHARGES

Standard Rate Bookings by/for: <ul style="list-style-type: none"> • Local societies, clubs and groups • Local small businesses • Local council organisations • Charitable organisations or where event profits are donated to charity • Community events • Local residents for private parties • Events supported by Arts Council or other grants 					
Standard Rate Hire Charges	1 hr	2 hrs	3 hrs	4 hrs	Each further hour
Drill Hall weekday (2021 discounted rate for short hires completed by 18.00)	£15.00	£25.00	£31.00	-	-
Drill Hall weekday (daytime hires longer than 3 hours and hires starting in the day and finishing in the evening)	£22.00	£28.00	£34.00	£40.00	£6.00
Drill Hall week evening (from 18.00)	£28.00	£34.00	£40.00	£46.00	£6.00
Drill Hall weekend day (up to 18.00)	£33.00	£42.00	£51.00	£60.00	£9.00
Drill Hall weekend evening (from 18.00)	£40.00	£49.00	£58.00	£67.00	£9.00
Commercial Rate Bookings by: <ul style="list-style-type: none"> • Groups that sell on a market basis and charge for individual tables used • Regional or national businesses for commercial purposes • National government and national bodies. 					
	For the First Hour		For Each Subsequent Hour		
All days/all times	£50		£20		
Other Charges					
Booking Deposit (Where Required)	£25				
Security Deposit (Where Required)	£100 for local residents and general use				
	£200 for commercial/receptions, dance and shows				
Stage Use	No charge				
Stage Lights and Sound/AV System	£25 includes use of: <ul style="list-style-type: none"> • Wireless & wired microphones • Ceiling mounted projector • Microsoft Windows PC & blu ray player linked to projector • Motorised drop-down screen at stage front • Fixed & movable speakers • Hearing loop • Lighting facilities 				

Kitchen Use	<p>£14 includes use of:</p> <ul style="list-style-type: none"> • Water boiler • Dishwasher • Cooker • Glasses, crockery, cutlery on request • Refrigerator space on request.
Waste	<p>Waste bags to be removed from the premises or charged at £2.50 per bag. More than 2 red/purple recycling bags in total will be charged at 65p per bag.</p>
Other Costs That Might Be Incurred	
Temporary Event Notice (Where Required)	<p>Obtained by application to Monmouthshire County Council no later than 10 working days before the date of the event, currently £20.</p>
Music licence to play or perform music in public (where applicable)	<p>Responsibility of the hirer to obtain where applicable.</p>
Banked seating/display screens	<p>The length of the hire will need to accommodate the additional time required for set up and take down. For evening hires, this may require a booking for the following morning. The caretaker will advise depending on the amount required.</p>
Hall not cleared by midnight	<p>A charge will be made for additional hours at double the evening rate.</p>
Charge or deduction from the security deposit	<p>Cleaning if the hall is not left in a clean and tidy condition. Cost of replacement or repair if any Drill Hall equipment or the building fabric is damaged. Sorting of paper/plastics/glass where they have not been separated into the correct recycling bins.</p>

April 2021