



Your daytime event/party/gathering in our beautiful Hall will include:

As many rectangular tables and chairs as needed

Bring your own decorations

The stage, which can be configured in many different ways

Bring in the caterer of your choice

The patio area

The field and play area (not exclusively)

The kitchen for serving, use of children's unbreakable plates, bowls and beakers

£15.00 per hour for the main hall/£10.00per hour for the large meeting room

Remember when booking to include setup and clear up time.

Add on rooms on your celebration

**The Large meeting room with its panoramic windows
£10.00 per hour**

The small meeting room, as a quiet room or green room for your musicians £8.00 per hour

The kitchen for cooking £8 per hour

To make your event extra special items are available to hire:

White chair covers: 50p per chair cover, 60p with sash (to be dressed by you) or 70p per cover and sash dressed for you.

White tablecloths: £1.50 each to hire for the small size and £2.50 each for the large size.

**Bunting: £15.00, Jars for your flowers or decorations: £15.00,
Table Lights £15.00**

A non-refundable booking deposit is required at the time of booking (£20 for private functions and £50 for public events) to secure the date with the full amount payable one week before the celebration date.

Booking forms must be signed.

We also may require a refundable security deposit which will be returned provided that the hall is clean after the event and nothing is broken or damaged.

The bar can be added to any celebration by arrangement at no extra cost. However, the bar is CASH only. Please make your guests aware of this.

We can also provide, as an extra, a greeting drink or drinks for toasts.

A “free bar” can be arranged with payment in advance. Any unused portion of this money will, of course, be returned We do not allow anyone to bring their own alcohol or soft drinks

If you are planning a bouncy castle we will need to see their insurance as our insurance does not cover bouncy castles. There will also be an extra charge of £10.00 to cover the electricity used.

**Payments should be made by cheque (payable to – Burton Pidsea
Memorial Hall)**

OR

Direct Bank Payment

Sort Code: 40-24-36 Account No: 40200166