

Booking Clerk

Mobile: 07914 710926

Email: hallbookings@theseavingtons.orgWebsite: www.theseavingtons.org**Seavington Playing Field Association**Incorporating **Seavington Millennium Hall**Water Street, Seavington St Mary
ILMINSTER, Somerset, TA19 0QH

Hire Rates

(Effective January 2020)

Please Note: An additional administration charge of £10 applies to each booking.	Private Hire <i>Private, charity and local community activities</i>	Commercial & Business Hire
Hire Rates include use of tables and chairs plus access to the small meeting room and use of kitchen. Kitchen facilities includes the use of all crockery, cutlery, serving platters and drinks jugs etc which must be washed, dried and stored after use. Hire rates also includes the use of the PA / Audio system and use of the Millennium Hall's Internet Wifi connection.		
Daytime (8:00-18:00)	£9 per hour	£17per hour
Evening (18:00-8:00)	£14 per hour	£22 per hour
24 hour booking	£200 per day	£400 per day
Wedding Reception (16:00 Friday to 12:00 Sunday)	£400 per event (includes administration charge)	
Polling Station use (whole day as required)	£200 per day (includes administration charge)	
Seavington Village organisations hiring the Millennium Hall / field for meetings, events or fundraising (by agreement with the SPFA committee)	Hire charges capped at £40 per event	

Other Charges	
Use of Stage Lighting - requires short familiarisation session	£10 per booking
Football Pitch & Sports Block	£55 per match

Equipment Hire – only for hire within the Seavingtons	
Folding table (4' or 6')	£1 per day
Stacking chair	50p per day
Crockery and cutlery also available	on request

Notes:

- The SPFA is not VAT registered and so VAT is not applicable to any SPFA charges.
- All bookings attract an additional £10 administration charge.
- It is a condition of every booking that all hirers are to leave the premises in a clean and tidy state. If additional cleaning is required after a hire period, an additional charge will be levied.
- A damage / security deposit may be required at the discretion of the SPFA Committee for any booking.
- Special arrangements for regular bookings shall be at the discretion of the SPFA Committee
- All requests for ad-hoc hire of the facilities not covered above, or for the hire / loan of SPFA property (e.g. crockery, tables, chairs etc) will be at the discretion of the SPFA Committee.