

# HAYWARDS HEATH TOWN COUNCIL

The Town Hall, 40 Boltro Road, HAYWARDS HEATH, West Sussex RH16 1BA

Tel: 01444 455694

Fax: 01444 455075

Town Clerk: STEVEN TRICE



## MEETING ROOM CHARGES: 1 APRIL 2018 - 31 MARCH 2019

Contact e-mail addresses:

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[helen.hewett@haywardsheath.gov.uk](mailto:helen.hewett@haywardsheath.gov.uk)

		Commercial £ per hour	Non-Commercial £ per hour
Jubilee Room	Mon - Fri	20.00	14.00
	Sat	31.00	20.00
Room 1	Mon - Fri	20.00	14.00
	Sat	31.00	20.00
Room 2	Mon - Fri	27.00	17.00
	Sat	35.00	22.00
Room 3	Mon - Fri	16.00	11.00
	Sat	25.00	17.00
Mayor's Office	Mon - Sat	9.00	9.00
Use of kitchen	For making coffee & tea	10.00	10.00
	Full use	13.00	13.00

Rooms 1 & 2 jointly	Mon - Fri	42.00	26.00
	Sat	60.00	39.00
Room 1 & Jubilee Room jointly	Mon - Fri	37.00	22.00
	Sat	55.00	36.00
Rooms 1 & 2 & Jubilee Room jointly	Mon - Fri	61.00	37.00
	Sat	88.00	58.00

Whole of upstairs including use of kitchen	Mon - Fri	74.00	51.00
	Sat	91.00	66.00
Wedding Receptions/Celebratory Functions	Mon - Fri	71.00	
	Sat	88.00	

Use of flipchart stand (paper <b>NOT</b> provided)	£ per session	2.50
Use of projector	£ per session	5.00

		Commercial £ per session	Non-Commercial £ per session
Council Chamber			
Availability of the Council Chamber is at the Town Clerk's discretion.	Mon - Sat	78.00	78.00

		One-off charge (£)
Civil Marriages/Partnerships		
Jubilee Room & Room 1 jointly	Mon - Sat	325.00