

# Hire Rates



BAC offers a variety of beautiful spaces for hire across our home in Battersea's former Town Hall. With spaces ranging from the Victorian splendour of the Grand Hall to elegant meeting rooms and professional theatre studios, we are able to cater for any event.

Whether you're getting married, organising a conference for your company or just looking for somewhere to brainstorm ideas, BAC's Events Team is here to help. From advising you on the space best suited to your needs and budget, to providing guidance on catering and technical solutions, we will ensure that planning for your event is a stress free and fun process.

## **Hire Charges**

<b>Rooms</b>	<b>Size</b>	<b>Max Capacity</b>	<b>Hourly</b>	<b>Daily (8 hours)</b>	<b>Weekly</b>
<b>Council Chamber</b>	14.75 x 10m	160	£85	£544	£2,200
<b>Recreation Room</b>	12 x 7m	70	£50	£320	£1,280
<b>General Office</b>	7 x 10m	70	£40	£256	£1,024
<b>Members Library (and Cloakroom)</b>	10.50 x 7.75m	50	£50	£288	£1,150
<b>Members Bar</b>	10.2 x 8.7m	50	£45	£320	£1,280
<b>Bon Bons</b>	4.6 x 4.2m	20	Incl. with	Members	where
<b>Treasurers</b>	4.2 x 2.7m	17	Incl. with	Bar	available
				Bar	where
				Bar	available
<b>New Committee Room</b>	4.4 x 7.5m	50	£40	£256	£1,024
<b>Old Producing</b>	4.4 x 7.5m	50	£35	£225	£900

<b>Office</b>					
<b>Fireplace Room</b>	4.7 x 4.9m	15	£15	£96	£384
<b>Town Clerk's Room</b>	4.76 x 4.62m	20	£15	£96	£384
<b>Committee Room</b>	9.8 x 4.5m	30	£35	£225	£900

### **Technical Support**

BAC's technical 'bolt-on' packages provide you with the opportunity to create a bespoke experience when hosting your event here and our professional and friendly technical team are on hand for any additional support you may require.

Sound

Small Room - £150: includes use of PA system, 2 microphones, music set up and tech support\*

AV (projection)

Small Room - £150: includes 1 small screen, a projector, surround screen and tech support\*

Lighting

Truss - £500: includes bespoke lights and arrangement according to your requirements\*\*

Small Room - £100: includes 2 Tbars, 4 parcans and 6 uplighters

\* Please note the time and manner of your technical support will be decided on a case by case basis.

\*\*We can provide bespoke technical support in all areas, based on your requests.

When you purchase two bolt-on packages, save £50. (Please ask for further details).

### **Bar & Alcohol Options**

BAC and its agents have sole and exclusive rights to operate the bar facility and to sell alcohol on the premises. In our smaller spaces we can offer bar options but this would need to be decided on a case by case basis. Please contact our Events team for further information.

### **Catering**

BAC offer various menu's from Cold Buffet's for meetings and lunches to 3 course wedding menus. Please contact our events team for more information.

Our experienced catering team are always willing to take requests and create bespoke menu's where possible, so please ask if you have any specific requirements.

### **Catering Surcharge**

By paying the catering surcharge you will be permitted to bring any catering of your choice. BAC will apply a 25% surcharge for any food and soft drinks brought consumed on our premises.

### **Deposits**

#### **Holding Deposit**

The Holding deposit is charged at 25% of your overall hire and along with your contract, confirms the booking date. This is a NON-REFUNDABLE deposit and will be put towards your overall hire costs.

**Refundable Security Deposit**

BAC requires a separate security deposit for any damages or penalties that may be incurred during your hire. This amount will be calculated depending on the size of your event. Should there be no problems with your event, it will be refunded to you with 2 weeks of your event date. For more information on the Refundable Security deposit, please refer to section 6 of BAC's 'Terms and Conditions of Venue Hire' document.

## **Checklist**

BAC aim to provide a bespoke and personal experience when hirers hold events here. We are always on hand to answer and questions and to support you in producing a high-quality and memorable Event that is tailored to your specific requirements. From experience we recommend you consider the following items to have a successful Event:

- ✓ Which size space do you require?
- ✓ What are your lighting requirements?
- ✓ What are your sound/music requirements?
- ✓ Do you need any other technical support?
- ✓ What are your catering requirements?
- ✓ Which bar/drinks options will you need?
- ✓ Start and finish times (you will need to factor in set-up and clean up time into your hours of hire)

### **NOTES:**

- All rates are inclusive of VAT.
- Discounts for charities and non-profit making arts organisations are available on application
- We provide Duty Management personnel (based on numbers attending) to ensure the smooth and safe running of your event, and will lay out the space with tables and chairs according to your requirements

**For further information on our spaces for hire please visit the Hires Section on our website [www.bac.org.uk/hires](http://www.bac.org.uk/hires) where you can also see pictures of all spaces.**

**For our Terms and Conditions please request a copy from our events team download it from our website [www.bac.org.uk/hires/terms](http://www.bac.org.uk/hires/terms). We always recommend you fully read our Terms and Conditions before entering in to any contract.**