


  
**THE WYCLIFFE ROOMS**
  
 WEDDINGS • EVENTS • CELEBRATIONS

**Hire Charges 2021**

<b>Community Rates</b> – an event or hire not for personal or commercial gain but for the benefit of the community as a whole and the group must be a registered charity or non-profit making organisation.				
	Monday to Thursday		Friday to Sunday & bank holidays	
	8am – 11pm		8am – 5:30pm	
			5:30pm – 11pm	
Main Hall	£15 per hour		£15 per hour	
Community Room	£10 per hour		£10 per hour	
			£150 total charge	
			£100 total charge	

<b>Private Function &amp; Commercial Event Rates</b> – any private function to which access is limited by invitation or a commercial event.				
	Monday to Thursday		Friday to Sunday & bank holidays	
	8am – 5:30pm		8am – 5:30pm	
	5:30pm – 11pm		5:30pm – 11pm	
Main Hall	£17 per hour		£22 per hour	
Community Room	£12 per hour		£17 per hour	
			£200 total charge	
			£120 total charge	

Please consider that if your event will generate high levels of noise or requires exclusive use of the shared facilities (e.g. reception area), you may be asked to hire both rooms. Please allow yourself time to set-up and clear the room within your hire time.

**What else do you need?**

**Main Hall (capacity 200):** *Hirers are not permitted to bring their own food or drink on-site, with the exception of a celebration cake, but we have carefully selected partners who will provide these to you at highly competitive rates.*

**Community Room (capacity 100):** *Hirers may bring their own food and/or non-alcoholic drink on-site. If you require alcoholic beverages our licensed bar team will be happy to help. You can still use our caterers if you wish.*

Extras	Charge
Licensed bar service ( <i>provided by Live at the Lodge Ltd</i> )	Free (drinks paid separately)
Catering ( <i>provided by Wycliffe Catering Ltd</i> )	Agreed separately
Room set-up / pack-away ( <i>provided by Live at the Lodge Ltd</i> )	£30
Projector (available in the Main Hall and Community Room)	£10
Star curtain (only available in the Main Hall)	£25
Disco lighting rig (only available in the Main Hall)	£25
Dry ice machine (only available in the Main Hall)	£25
Speaker system (available in the Main Hall and Community Room)	£15

# We Love To Talk!

Get in contact via

Phone: 07540 07983 Email: [info@liveatthelodge.co.uk](mailto:info@liveatthelodge.co.uk) Facebook: @wyclifferooms

Payment terms: For bookings under £100 payment is required in full at the time of booking. For bookings over £100 a 50% payment is required at the time of booking with the remainder payable 14 days before the event. All prices include VAT at the prevailing rate and are subject to change without notice. T&Cs apply to all bookings – a copy is attached to the booking form or available on request.