



Healthy Living Centre

WELLSPRING ROOM HIRE CHARGES

The Art room, Wellspring Kitchen and the CHC Treatment room are currently booked directly with services staff.

EXTERNAL	Per Hour	Half day	Whole day
Large meeting room	£18.00	£60.00	£110.00
Small meeting room	£8.00	£24.00	£40.00
Creche	£12.00	£34.00	£60.00
Kitchen meeting room	£12.00	£34.00	£60.00
Quiet Room	£7.00	£22.00	£36.00
Art room	£18.00	£60.00	£110.00

NB: Tea / coffee / water included in cost of room hire.
Evening and Weekend hire available. Minimum of 2 hours hire, **(confirmation from Operations Manager required for weekend bookings).**

INTERNAL / COMMUNITY	Per Hour	Half day	Whole day
Large meeting room	£8.00	£25.00	£40.00
Small meeting room	£4.00	£12.00	£25.00
Creche	£7.00	£21.00	£40.00
Kitchen meeting room	£6.00	£18.00	£30.00
Quiet Room	£3.50	£11.00	£22.00
Art room	£8.00	£25.00	£40.00

NB: Tea / coffee / water included in cost of room hire. Rates may differ at weekends **(confirmation from Operations Manager required for weekend bookings).**

EQUIPMENT HIRE		
FLIPCHART STAND	FOC	
FLIPCHART PAD	£2.50	
OHP	£2.50	
DIGITAL PROJECTOR	£5.00	
LAPTOP	£5.00	

ROOM CAPACITY	Seated / Standing
Large Room	40 / 60
Small Room	10 / 15
Quiet Room	6 / 0
Creche	15 / 20
Art room	14 / 20
Kitchen meeting	10 / 15
Room 23	6 / 15
Room 24a	6 / 0