

# Room Hire information

## Room Hire Rates and Times

### During normal Gallery opening hours (10am – 5.00pm)

#### Hourly rate:

Charities: £10 an hour + VAT

Non-charities: £20 an hour + VAT

#### 1/2 day (up to 4 hours)

Between 9.30am – 1pm **or** between 1.30pm – 5.00pm

(not, for example, 11am – 3pm, as this takes up both morning & afternoon slots)

Charities: £30 + VAT

Non-charities: £60 + VAT

#### Full day (8 hours from 9.30am – 5.00pm)

Charities: £60 + VAT

Non-charities: £120 + VAT

### After Gallery opening hours (5pm - 10pm)

Charities: £17 per hour + VAT

Non-charities: £34 per hour + VAT

## Equipment Hire

#### 1/2 day

TV (built in DVD & Video) £10 inc VAT

Overhead Projector £10 inc VAT

Data Projector £10 inc VAT

Slide Projector £10 inc VAT

Flip Chart Stand £2

(Please provide own Flip Chart pad)

B/W Photocopies 10p a sheet

Colour Photocopies 20p a sheet

#### Full day

TV (built-in DVD & Video) £15 inc VAT

Overhead Projector £15 inc VAT

Data Projector £15 inc VAT

Slide Projector £15 inc VAT

Flip Chart Stand £3

(Please provide own Flip Chart pad)

B/W Photocopies 10p a sheet

Colour Photocopies 20p a sheet

## Catering

Catering for your event or meeting is available through Oriel Davies Gallery Café. If you require catering, **please fill in a Catering Booking Form** and return to: Oriel Davies Gallery Café, The Park, Newtown, Powys SY16 2NZ Fax 01686 623633. NB. If you require catering, please check catering availability BEFORE you book a Room. **For further information and to book catering, please contact Rosie Jones, the Café Manager directly** on 01686 622288