

The Shambles at the Market House

HIRE CHARGES – to take effect from 1st April 2015, with further review after 6 months
CHARGES FOR HIRING THE SHAMBLES, UNDERCROFT AND COBBLES

Please note:

- All charges include VAT
- Minimum 2 hour booking period applies throughout
- “Local” means those living in the parishes of Castle Cary or Ansford, and organisations based in Castle Cary or Ansford.
- Please enquire for special rates for large or complex bookings, or at low usage times

A: Local

Local individuals booking for a private, non-profit event.

Local community groups and local groups representing national charities

SHAMBLES: £8 per hour

UNDERCROFT AND COBBLES: £4 per hour

B. Small business and non-local

Non-local individuals booking for a private, non-profit event.

All small businesses (those with 10 or fewer employees– micro SMEs)

Non-local community groups; national charity events not hosted by local groups

SHAMBLES: £11 per hour

UNDERCROFT AND COBBLES: £6 per hour

C. Commercial

Commercial enterprises with 11 or more employees.

SHAMBLES: £25 per hour

UNDERCROFT AND COBBLES: £12 per hour

D. Saturday Coffee Mornings

run by local community groups to raise funds for their organisation or for a recognised charity.

SHAMBLES: “local” charge as above UNDERCROFT AND COBBLES: Free of charge

E. Other bookings.

Please enquire for further details if you are interested in putting on an exhibition or a large scale community event, or are hoping to run a stall at our Tuesday market.

SURCHARGES: Note: these are overall charges, not per hour

Assured access through the Undercroft and its use as a spill out area: £10 for A and B bookings; £20 for Commercial bookings.

Provision of a bar licence: £10 for A and B bookings; £20 for C

You will need a licence to sell alcohol even if you are not taking money directly for it, but including it in the price of a ticket, or “pooling” money from your guests to pay for it. For private parties where the alcohol is given away by the hosts, or brought in by the guests, a licence is not needed, but still please tick to say you are serving alcohol, as it is our responsibility to make sure you do so in a legal and wise way. You will receive further details with your booking confirmation form.

Use of the digital projector and/or PA system: £5 for A and B bookings; £10 for C

Please note that you need to provide your own laptop. Additional information will be provided with your booking confirmation form. We advise you to make arrangements to come in a few days before your event to try out the equipment – there is no additional charge for this. If you decide to bring in your own digital projector, you will also need your own screen as our built in screen will be unsuitable

Use of Lobby and/or Green Room facilities: £10

FREE OF CHARGE WITH SHAMBLES LETTINGS: Use of the refreshment bar, hearing loop, wi-fi

For further information please contact cckmarkethousebookings@gmail.com