

Colonsay Village Hall Hire Rates

Venue	Rate for Community Group/Not for Profit organisations	Rate for Local Users ie Colonsay residents	Rate for Business use for on & off island users
Main Hall -Day time (Charity events/ workshops/training etc)	£20 per hour + £5.00 for every hour thereafter	n/a	£25 per hour + £10.00 for every hour thereafter
Main Hall with Kitchen - Day time (Lunches etc)	Add £25 to above price	n/a	Add £40 to above price
Main Hall - Evening (concert/ talk etc)	£50.00	n/a	£75.00
Main Hall with Kitchen - Evening (supper/parties etc)	Fewer than 50 people attending £100.00 More than 50 attending £150.00	n/a	Fewer than 50 people attending £150.00 More than 50 attending £200.00
Main Hall – Evening Ceilidhs	£125.00	n/a	£150.00
Main Hall & Kitchen for Weddings (includes 3 days hire for users set up/clean up and use of kitchen)	n/a	£375.00	£750.00
Main Hall & kitchen for Funerals	n/a	£20 per hour + £5 for every hour thereafter + £40 for use of kitchen	n/a
Upstairs Room-used as a PAYING Bar (this is a daily/nightly payment on top of any other room hire)	£75.00 per day/night	£75.00 per day/night	£75.00 per day/night
Upstairs Room (workshops/training etc)	£10 per hour + £5.00 for every hour thereafter	n/a	£15 per hour + £5.00 for every hour thereafter

*Community Clubs and activities will be able to continue to use the hall on a headage payment (sewing, badminton, keep fit etc).

The Village Hall Committee aim to provide a venue that benefits all the island community – if you have an event in mind and would like to discuss hire options please get in touch with us.

The cost of hiring will be agreed at the time of booking – if your exact requirements are not listed, please contact us.

To hire the Hall contact LOTTA. Tel: 200409 email: lotta.leahy@btinternet.com

Colonsay Village Hall

Scalasaig Isle of Colonsay PA61 7YW
Or visit us at colonsayvillagehall.org

September 2019

Please do list for Colonsay Village Hall

To maintain the community asset in good condition the Hall Committee are dependent on the co-operation of person/people and clubs who hire it.

The following is a list of dos and don'ts as a reminder:

Opening and setting up for an event:

- Key in Post Office – next door to the hall. **(This will change after new doors are fitted – and a key box system will be introduced. Code available from the booking officer)**
- **Tables**, in the dressing room (to right of stage) ensure securely erected to avoid calamity.
- Plastic chairs are in cupboard to left of stage and 'comfy' ones stacked in the hall.
- The kitchen is fully equipped and has serving hatches.

Opening and setting up for a ceilidh:

- The hall is available no earlier than 5pm on the evening of the event.
- Glasses and water jugs are available for ceilidhs in the kitchen.
- We supply tea-towels. PLEASE do not remove to wash. Leave in the kitchen.

At the end of the hiring/evening PLEASE:

- Wipe tables and return to dressing room.
- Return chairs to appropriate cupboards/room.
- Empty all bottles and put in the bottle bank or re-cycling.
- Wash and dry all cutlery and crockery and put away.
- Tidy kitchen and put rubbish in large bin outside at the end of the hall.
- Don't sweep hall, cleaner will do this.
- Put off all lights and heaters.
- Lock up and return the key ASAP.
- THE INDIVIDUAL OR CLUB BOOKING THE HALL WILL BE HELD RESPONSIBLE FOR ENSURING THE ABOVE IS ADHERED TO.

This is the procedure that has been used for many years: in the event that it is not complied with (without prior arrangement) a £50 surcharge will apply.

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