

Graddfa Taliadau | Scale of Charges

Category	Facilities	Length	Price
Local Rate – only available to Local Individuals/Groups			
A1.	Hire of Whole Building for Performance – including Box Office, Front of House, and Bar, if required.	Session*	£180
A2.		Day	£225
A3.		Week†	£1260
A4.	Cinema Package – Use of Auditorium, Technician, and Cinema Equipment	Per Film	£150††
Rehearsal Rates			
B1.	Rehearsal** ONLY – No Access to Tech (not including Lesser Hall)	Session*	£75
B1i.	Rehearsal** ONLY – No Access to Tech (including Lesser Hall as Dressing Space)	Session*	£75
B2.	Tech Rehearsal** (not including Lesser Hall)	Session*	£100
B2i.	Tech Rehearsal** (including Lesser Hall as Dressing Space)	Session*	£100
For Rehearsal Sessions: After ten Consecutive/Recurring Bookings, in a single block (i.e. November to January), all sessions will obtain 20% discount.			
Commercial Rate			
C.	Hire of Whole Hall with all facilities – including Box Office, Front of House, & Bar	Day	£450
For Commercial: Repeated Bookings, in a single year (1 st January – 31 st December), obtain 10% Discount after one full price first booking.			
Paranormal Rate			
D.	Paranormal Investigation (Setup time is free)	6 hours	£150
		Additional Hours	£15 each

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Lesser Hall Rate			
E1.	Lesser Hall ONLY	Hour	£10
E2.		Session*	£30
E3.		Day	£75
E4.		Week†	£420
Add * to above	Setup charge for use of Lesser Hall sound system.		£5
Definitions			
*	Session means Morning, Afternoon, or Evening (3 hours in total).		
**	Rehearsal means use of no audience members are permitted. Lesser Hall not included, unless as a dressing space.		
†	Week means access all day, every day for 7 days.		
††	Cinema Package is cheaper, as the stage lights will not be running, hence costing less in electricity.		
Other Charges			
Tech Support – Per Session/Day	Lighting		£80
	Basic Sound / Playback		£80
	Lighting & Basic Sound / Playback		£150
Headset Microphones – Set of 8	Day		£100
	Week		£500
	Charge for Damaged Headset		£80
Music Licensing			
<p>As a venue, The Albert Hall is responsible for collecting Music Licence fees from hirers. Therefore, for Live Popular Music (Tributes, etc.) we collect 4.2% of the total ticket sales. Prices vary for other Tariffs, and so Booking Secretary will discuss this with you.</p>			
Cinema Licensing			
<p>If showing a film, a license will be required from FilmBank. The pricing for this varies, and is usually based on Box Office figures. Our Booking Secretary will discuss this with you at the time of booking.</p>			

Deposit:

We require a deposit of 50% of the booking charge, not including charges for rehearsals, or additional facilities, at the time of booking. In the event that we do not receive the deposit, the dates may become unavailable, and you will have to reschedule. There may be times when a deposit is not necessary, but this is at the discretion of our Booking Secretary, and their decision is final.

Timings:

- The Albert Hall is available to hire from 7am to 12am, with the extension to 2am for Paranormal Investigations.
- Use of the stage and theatre must not cause any interference with Sunday meetings in the adjoining church, and church schoolroom – usually until 12pm - but this should be checked when making a booking.
- Time used for get in, and get out, if taking place on a different day to performance, shall count as a rehearsal, and charged at the session rates.
- If a session is run over, an additional session will be charged. The day rate will not be applied, unless it is pre-booked. A 15 minute grace period will be granted should this happen.
- Hirers shall not be let in prior to 15 minutes before the start of their hire. It is at the volunteer's discretion, to allow the hirer in prior to the official hire start time.

Rehearsals:

- Rehearsals / Set-Up on days prior to a booking, which render the stage unusable for other events will incur a full premium rate charge as above.
- The same will apply to the Lesser Hall, if it is being used as a dressing space.

Restoration Levy:

- All hirers charging an entrance fee to events, will be required to pay a Restoration Levy of 50p, per ticket sold, per event. This also includes Comp. Tickets.
- For Paranormal Investigations, (**Category E**), 50p is charged for each attendee, including staff members. For example, if you have 10 attendees, and 2 members of staff, the levy will be £6 (50 pence x 12 persons = £6).
- For Rehearsals, (**Category B**), this will apply to any persons attending to watch a preview, such as a Dress Rehearsal.
- This levy, along with total box office receipts, ticket sales, and number of attendees, shall be submitted to the Booking Secretary, no later than 1 week, following the termination of the booking.

Additional Information:

- Bar facilities may be available – please discuss your options at the time of booking.
- The Albert Hall's in house sound system, and cinema rig, is only to be used by our technician, at the rate listed in the table above. Similarly, only the standard lighting rig will be available, unless our technician is hired.
- In the event of property in the control of the Hirer, remaining on the premises for more than 48 hours after the expiry of the agreed hiring period, the Committee shall have the right to extend that hire period until such property is finally removed, or charge for the removal of these items.
- Any waste that is left on the premises, may incur an additional charge.

Queries:

Should you be unsure about which category your event falls under, or if you have any other queries, please contact the committee, via the **Booking Secretary**,

booking@thealberthall.co.uk | 0300 102 4255 (Option 2)