

Coventry Artspace Limited: Community Space Hire Fees and Terms



Area for Hire	Member Day Fee (8 Hours)	Non-Member Day Fee (8 Hours)	Member Half Day Fee (4 Hours)	Non-Member Half Day Fee (4 Hours)	Member Evening Fee (4 Hours)	Non-Member Evening Fee (4 Hours)
Community Room	£30	£45	£15	£25	£15	£20
Community Garden	£25	£35	£12.50	£20	£10	£15
Kiln (Per Firing)	£12	£20				

- All charges are subject to a 10% discount for block bookings made for 5 weeks or more and paid in advance.
- All bookings are subject to availability.
- All users will be required to adhere to health and safety guidelines and to sign a room hire agreement available from Jackie Stevens.
- Kiln use is subject to booking with Company Secretary and Finance Manager Jackie Stevens.
- Facilities include: Tables (10) and padded chairs (25), plastic chairs for external use, wooden benches for external use, OHP projector where required, secure wireless internet connection, gas space heater, sink area, electricity sockets, sanded wooden floor with protectors where required, BabyDan Hexagonal play-pen where required, access to fridge, microwave and toaster. A Photocopier and telephone is available upon request and is subject to charge. Artspace reserve the right to introduce and review charges for these facilities at a later date.
- Material bookings may be made through Artspace subject to availability and payable via invoice. Please contact Jackie Stevens for more details.

To make a booking please contact Jackie Stevens, Coventry Artspace Limited, 16 Lower Holyhead Road, Coventry, CV1 3AU.
Email: Jackie@coventry-artspace.co.uk **Telephone:** 02476 553 533 **Web:** www.coventry-artspace.co.uk