

## Community Centre Room Hire Matrix

Band	Facility		Standard Rate	Community Group Rate (Regular Bookings) 65% Discount	Instructor Rate (Regular Bookings) 40% Discount	Commercial Rate
I	Small Centre/Large Hall	per hour	20.00	7.00	12.00	50.00
II	Small Hall/Large Room	per hour	16.00	5.50	9.50	40.00
III	Medium Room	per hour	12.00	4.00	7.00	30.00
IV	Small Room/Office	per hour	8.00	3.00	5.00	20.00

Note: Charges are rounded to the nearest 50p (up or down)

- Charges are for payment taken at the time of booking for private and commercial.
- Payment weekly/monthly in advance for regular bookings – Community Groups & Instructor
- Community Access Control Scheme
  - Bookings at unattended small centres, using access control, will receive a 20% discount (i.e. the charge will be at the Small Centre/Large Hall rate minus 20% e.g. £7.00 at Community Group Rate – 20% = £5.60 charge to the hirer)
- Commercial Rate includes use of flip chart & projector
- Community Services operates a fair and consistent charging scheme across the city; the charge to the customer for room hire is the same whether the centre is opted to tax or not.

#### Standard Rate

Private bookings – individuals and groups who wish to use the facilities for personal use such as wedding receptions, family reunions, anniversaries, banquets, parties, etc.  
 City based Schools, Colleges, higher education colleges and Universities  
 Any Statutory Organisation e.g. other Local authorities, Gov't Depts, NHS, whether Leicester based or not. (please note that higher education colleges and independent schools and colleges are not Statutory organisations)

#### Community Group Rate (65% discount off Standard rate) – Regular Bookings only

Local group (group leader may be based in another city area or even outside city but group must be open to local residents) – includes Leicester based civic groups and organisations which contribute to the well-being and betterment of the community such as Older peoples groups, youth groups, social groups, residents groups holding neighbourhood meetings.

*Bookings must be Regular: Meeting at least once a quarter, i.e. minimum of 4 meetings booked in one calendar year*

**Groups meeting weekly:** may collect and pay weekly at each meeting to secure the following week's booking

#### Instructor Rate (40% Discount off Standard Rate) – Regular Bookings only

Community Instructors: Individual self-employed instructors – also included funded voluntary/community groups, activities charging for instruction

*Bookings must be regular: Meeting at least once a quarter, i.e. minimum of 4 meetings booked in one calendar year*

#### Commercial Rate

Non local business, ticketed, profit making bookings

