

ROOM HIRE CHARGES  
(INCLUDING VAT)

## Merchants' Place

Community Resource and Learning Centre

<b>Bartholomew Read Meeting Room</b>	£11.75 per hour £29.38 per session (3 hours) £58.75 per day
<b>ICT Suite</b>	£17.63 per hour £47 per session (3 hours) £94 per day
<b>Young Persons Room</b>	£11.75 per hour £29.38 per session (3 hours) £58.75 per day
<b>Interview Room</b>	£17.63 per session (3 hours)

### Additional charges

Laptop hire (per session)	£5.88
OHP projector (per session)	£3.53
Internet service (per session)	£3.53
Printing/copying/fax (A4 single b&w)	5p per sheet
Printing/copying/fax	10p per sheet

Late cancellation charge of 50% of the booking fee (less than 48 hours prior to room usage)