



Booking and enquiries:
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Harrold Centre Hire Charges

These charges are w.e.f. Monday 2nd December 2024 and will be reviewed in January 2025; any increase would be applicable on bookings made after Monday 7th April 2025.

This price list is for local residents – i.e. those living in Harrold, Carlton or Odell; other hirers will be subject to a rounded surcharge of approximately 11% (the equivalent of giving local residents a 10% discount).

If any room(s) are hired for over 7 hours, this is referred to as the 'Extended Hours' price, which is around 10% cheaper than the standard price.

Hirers of the Atrium have access to the kitchen for making (their own) refreshments; hirers of the Connolly Hall only, however, may access the kitchen only if the Atrium is not in use.

Please note that the Tasting Room is currently being used for storage and is not available for hire.

Room	Hourly Rate	Extended Hourly Rate
Connolly Hall	£18.00	£16.00
Atrium	£13.50	£12.00
Connolly Hall & Atrium	£22.50	£20.00
Charles Pettit Room	£11.00	£10.00
Tasting Room	£11.00	£10.00
Whole Building	£36.00	£32.00

Special Event Hire of the whole building from 6pm on the Friday evening until 11am* on the Sunday morning is a fixed charge of £495 and includes full use of the kitchen facilities.

* 09:30 if there is a Sunday Brunch booked (normally the 1st Sunday of the month – but please check)

For additional hire charges for equipment, kitchen & bar services – see over

Additional Charges

	£
Screen and Projector	0.00
Sound system*	0.00
Catering kitchen** – up to 20 covers	20.00
Catering kitchen** – 21 - 100 covers	40.00
Bar area and glasses	10.00 (No drinks being sold)
Paying Bar (User supplied stock)	50.00 (User supplied bar staff)
Paying Bar (Centre supplied stock and staff)	20.00 per hour
Stage Lights***	p.o.a.

* Sound system

The Centre is equipped with a high-speed (c. 75Mbps) wi-fi, which is available to hirers. It has a mobile control unit containing or feeding:-

- Hearing Loop
- 2,500W Amplifier and wall-mounted speakers
- 6-Channel (+Blu-Ray) Sound Mixer
- Bluetooth connectivity for audio
- CD / DVD / Blu-Ray Player
- Epson, ceiling mounted projector and 3m screen (electric)
- Two stand microphones and one wireless microphone

** Catering Kitchen

Twin ovens (optional fan) / grills	800W microwave oven
Toasters (4and 6 -slice)	Electric Kettle
Hot water urn	24-cup filter coffee machine
One 3-dish and one 4-dish warmers	Twin and single sinks
Free-standing fridge/freezer	Under-counter fridge
Under-counter freezer	Dish washer
Place settings* for 100	Glass washer (in Bar area)
A variety of utensils, pans etc.	

* *Dinner & side plates, dishes, mugs and cutlery*

*** Stage Lights

The Centre has a stage lighting rig, including four moving lanterns, and programmable lighting desk. Please contact the Booking Secretary to discuss requirements and cost.