



Hire of Inspire Premises

Large Venues

- **Mansfield Central Library**
- **West Bridgford Library**
- **Worksop Library**
- **Beeston Library**

Library Meeting Rooms

Nottinghamshire Archives

Consumables

Hire of Library Buildings

Hire of Gallery and Exhibition Spaces

- **Gallery Spaces**
- **Exhibition Spaces**

Hire of Inspire Premises

Large Venues

Mansfield Central Library

| Room | 2019/20 |
|--------------------|--|
| The Auditorium | Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £280 Community groups and non-profit: £200 Evening rate Sat/Sun 5.30 – 10pm: Commercial: £390 Community groups and non-profit: £300 Hourly rate (max 4 hours): Commercial: £50 Community groups and non-profit: £30 |
| The Meeting Place | Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £150 Community groups and non-profit: £100 Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space Hourly rate (max 4 hours): Commercial: £35 Community groups and non-profit: £20 |
| Studio Floor | Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £220 Community groups and non-profit: £150 Evening rate Sat/Sun 5.30 – 10pm: Commercial: £300 Community groups and non-profit: £250 Hourly rate (max 4 hours): Commercial: £35 Community groups and non-profit: £25 |
| Green Room | Hourly rate Commercial: £25 Community groups and non-profit: £15 |
| The Box | Hourly rate Commercial: £25 Community groups and non-profit: £15 |
| The Discovery Room | Evening rate (Mon-Fri) 4.30 – 10pm Commercial: £195 Community groups and non-profit: £120 Hourly rate Sat / Sun Commercial £65 Community groups and non-profit: £40 |

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| | Evening rate Sat/Sun 5.30 – 10pm – N/A contact library events office to hire in conjunction with another library space |
| Hire per hour pre 5.30pm for evening events before library closing time Mon - Fri | £10 |
| Hire per hour for evening events between library closing time and 5.30 pm Sat-Sun | £45 |
| Hire per hour or part hour for evening events after 10pm weekdays | £30 |
| Hire per hour or part hour for evening events after 10pm Sat-Sun | £45 |

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

West Bridgford Library

| Room | Hourly Charge 2019/20 |
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| Cedar and Pine Community Meeting rooms | Commercial: £35 Community groups and non-profit: £20 |

For meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

Worksop Library

| Room | Hourly Charge 2019/20 |
|----------------------|---|
| Conference Suite | Commercial: £30 Community groups and non-profit: £15 |
| Meeting Place 1 or 2 | Commercial: £20 Community groups and non-profit: £10 |
| The Zone | Commercial: £30 Community groups and non-profit: £15 |

Beeston Library

| Room | Hourly Charge 2019/20 |
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| Room 1 | Commercial: £35 Community Groups and non-profit: £20 |

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| Room 2 | Commercial: £25 Community groups and non-profit: £12.50 |
| Room 3 | Commercial: £15 Community groups and non-profit: £7.50 |
| Discovery Room | Commercial: £35 Community groups and non-profit: £20 |
| Room 4 | Commercial: £12 Community groups and non-profit: £5 |
| Art Room | Commercial £35 Community groups and non-profit: £20 |

Availability outside of opening hours Tuesdays and Fridays until 9pm.

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

Library Meeting Rooms

| Library | Hourly Charge 2019/20 |
|---|---|
| Eastwood Hucknall Kirkby-in-Ashfield Mansfield Woodhouse Newark Ollerton Retford Stapleford Bingham Edwinstowe | Commercial: £20 Community groups and non-profit: £10 |
| Arnold | |
| Meeting Room 1 | Commercial: £20 Community groups and non-profit: £10 |
| Meeting Room 2 | Commercial £20 Community groups and non-profit £10 |
| Meeting Room 3 | Commercial £12 |

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| | Community groups and non-profit: £5 |
| Southwell | |
| Meeting Room | Commercial: £20 Community groups and non-profit: £10 |
| Upstairs Meeting Room | Commercial: £15 Community groups and non-profit: £7.50 |
| Art Room | Commercial: £15 Community groups and non-profit: £7.50 |
| Interview Room | Commercial: £12 Community groups and non-profit: £6 |
| Sutton in Ashfield | |
| Main meeting room | Commercial: £20 Community groups, NCC and non-profit: £10 |
| Small meeting room | Commercial: £12 Community groups, NCC and non-profit: £6 |

Nottinghamshire Archives

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| Meeting Room | Commercial: £25 Community groups, NCC and non-profit: £15 |
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For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

Hire of Library Buildings

Some library buildings are available for hire when they are closed to the public. Hire rates for these are as follows:

| Library | 2019/20 |
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| Southwell – enlarged library space per hour | Commercial: £25 an hour Community groups and non-profit: £12.50 Kitchen £6.00 per session |

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| Other library buildings subject to facilities, space, staffing and keyholding | Commercial: £20 Community groups and non-profit: £10 |
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For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs. Room hire charges are subject to VAT where applicable.

Consumables

To be charged for if required for sole use by an organisation.

Flip chart paper - £5 per pad

Box of pens - £5 per set

Hire of Gallery and Exhibition Spaces

Gallery Spaces

| Library | 2019/20 |
|-------------------|---|
| Beeston | <p>Six weeks full gallery hire - £150 Community groups and non-profit £75</p> <p>Three weeks full gallery hire - £85; Community groups and non-profit £45</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> |
| Mansfield Central | <p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £85: non-profit £45</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p> |
| West Bridgford | <p>Six weeks full gallery hire - £220: non-profit £100</p> <p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p> |

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| Worksop | <p>Six weeks full gallery hire - £150; non-profit £75</p> <p>Three weeks full gallery hire - £85; non-profit £45</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p> |
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Exhibition Spaces

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|--------------------------|---|
| Arnold | <p>Six weeks full gallery hire - £60; Community groups and non-profit £30</p> <p>Three weeks full gallery hire - £40; Community groups and non-profit £20</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> |
| Retford | <p>Six weeks full gallery hire - £50 Community groups and non-profit £25</p> <p>Three weeks full gallery hire - £30; Community groups and non-profit £15</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> |
| Nottinghamshire Archives | <p>Six weeks full gallery hire - £150; Community groups and non-profit £75</p> |