



## **Hire of Inspire Premises**

### **Large Venues**

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- **West Bridgford Library**
- **Worksop Library**
- **Beeston Library**

### **Library Meeting Rooms**

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

## Hire of Inspire Premises

### Large Venues

#### Mansfield Central Library

Room	2018/19
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

	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 5.30 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 2018/19
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 2018/19
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: £25 Community groups and non-profit: £12.50

### Beeston Library

Room	Hourly Charge 2018/19
Room 1	Commercial: £35 Community Groups and non-profit: £20

Room 2	Commercial: £25 Community groups and non-profit: £10
Room 3	Commercial: £15 Community groups and non-profit: £7
Discovery Room	Commercial: £35 Community groups and non-profit: £20
Room 4	Commercial: £10 Community groups and non-profit: £5
Art Room	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 2018/19
Eastwood Hucknall Kirkby-in-Ashfield Mansfield Woodhouse Newark Ollerton Retford Stapleford Sutton in Ashfield Bingham	Commercial: £20 Community groups and non-profit: £10
<b>Arnold</b>	
Meeting Room 1	Commercial: £20 Community groups and non-profit: £10
Meeting Room 2	Commercial £15 Community groups and non-profit £5
Meeting Room 3	Commercial £10 Community groups and non-profit: £5

<b>Southwell</b>	
Meeting Room	Commercial: £20 Community groups and non-profit: £10
Upstairs Meeting Room	Commercial: £12 Community groups and non-profit: £6
Art Room	Commercial: £15 Community groups and non-profit: £7.50
Interview Room	Commercial: £12 Community groups and non-profit: £6

### Nottinghamshire Archives

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.

### Consumables

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

Flip chart paper - £4 per pad

Box of pens - £5 per set

### 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	2018/19
Southwell – enlarged library space per hour	Commercial: £25 an hour Community groups and non-profit: £12.50 Kitchen £6.00 per session
Other library buildings subject to facilities, space and staffing	Commercial: £16 Community groups and non-profit: 50% discount

For all meeting room hire outside of library opening hours, a minimum surcharge of £30 may be applied to cover caretaking and staff costs. Room hire charges are subject to VAT where applicable

## Hire of Gallery and Exhibition Spaces

### Gallery Spaces

Library	2018/19
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 - £180: non-profit £90</p> <p>Three weeks full gallery hire - £100: 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>
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>

### Exhibition Spaces

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>