

## Towngate Theatre Hire Charges 2024-2025

The Main auditorium and Mirren studio are only available for booking for minimum 4 hour sessions as set out below. Venue hire rates include one overseeing technician where the Main Auditorium or Mirren Studio are hired. All hire charges shown EXCLUDE VAT (unless otherwise stated) which is added at the Standard Rate. OFF PEAK charges apply Mon to Thurs and PEAK charges apply Fri to Sun & Bank Holidays.

Staff Charges for all spaces			
Technician Mon- Sat (per Hour)	£		27.04
Technician Sun & Bank Holidays (per Hour)	£		43.33
Duty Manager (mandatory for shows)	£		43.33
Overtime (hours between 11pm-9am)	£		54.21

Main Auditorium (EXC VAT)	Commercial		Community/Dance Sch		Amateur Dramatics	
	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun
<b>Week (6 days)</b>	<b>£ 11,745.54</b>		<b>£ 10,472.21</b>		<b>£ 9,472.96</b>	
Full Day (9am-1pm, 2pm-6pm, 7pm-11pm)	£ 2,643.50	£ 2,939.00	£ 1,900.88	£ 1,966.42	£ 1,702.04	£ 1,761.42
Evening (6pm-11pm)	£ 995.25	£ 1,031.54	£ 690.75	£ 721.00	£ 618.46	£ 648.13
1/2 Day (9am -1pm or 2pm-6pm)	£ 881.21	£ 995.25	£ 589.96	£ 655.46	£ 529.38	£ 588.79
Extra Hours 11pm-9am	£ 259.17	£ 259.17	£ 196.67	£ 196.67	£ 178.08	£ 178.08

Mirren Studio Theatre (EXC VAT)	Commercial		Community/Dance Sch		Amateur Dramatics	
	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun
<b>Week (6 days)</b>	<b>£ 7,339.67</b>		<b>£ 6,544.54</b>		<b>£ 5,863.13</b>	
Full Day (9am-1pm, 2pm-6pm, 7pm-11pm)	£ 1,472.08	£ 1,472.08	£ 953.00	£ 1,048.75	£ 851.04	£ 940.08
Evening (6pm-11pm)	£ 487.25	£ 518.33	£ 327.71	£ 363.04	£ 296.88	£ 326.58
1/2 Day (9am -1pm or 2pm-6pm)	£ 487.25	£ 518.33	£ 327.71	£ 363.04	£ 296.88	£ 326.58
Extra Hours 11pm-9am	£ 186.63	£ 186.63	£ 131.08	£ 131.08	£ 118.79	£ 118.79

Whole Venue (EXC VAT)	Commercial		Community/Dance Sch		Amateur Dramatics	
	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun	Mon - Thurs	Fri-Sun
<b>Week (6 days)</b>	<b>£ 19,385.79</b>		<b>£ 14,399.96</b>		<b>£ 12,893.83</b>	
Full Day (9am-1pm, 2pm-6pm, 7pm-11pm)	£ 3,296.63	£ 3,535.04	£ 2,420.17	£ 2,561.33	£ 2,167.17	£ 2,295.79
Evening (6pm-11pm)	£ 1,187.00	£ 1,249.25	£ 867.25	£ 917.67	£ 776.83	£ 821.38
1/2 Day (9am -1pm or 2pm-6pm)	£ 1,104.08	£ 1,212.88	£ 781.54	£ 867.25	£ 697.63	£ 776.83
Extra Hours 11pm-9am	£ 243.63	£ 243.63	£ 196.67	£ 192.79	£ 178.08	£ 188.08

Please note single Saturday use of auditoria will be charged at one full day price

	Mon - Thurs		Fri-Sun		Mon - Thurs		Fri-Sun	
<b>Board Room</b>	<b>EXC VAT</b>		<b>EXC VAT</b>		<b>INC VAT</b>		<b>INC VAT</b>	
Non-Duty Manager	£ 20.96	£ 26.17	£ 25.15	£ 31.40				
Duty Manager	£ 31.42	£ 36.71	£ 37.70	£ 44.05				
<b>Olivier Rooms x2</b>	<b>EXC VAT</b>		<b>EXC VAT</b>		<b>INC VAT</b>		<b>INC VAT</b>	
Non-Duty Manager	£ 31.42	£ 31.42	£ 37.70	£ 37.70				
Duty Manager	£ 47.17	£ 47.17	£ 56.60	£ 56.60				
<b>Gielgud Room FUNCTIONS</b>	<b>EXC VAT</b>		<b>EXC VAT</b>		<b>INC VAT</b>		<b>INC VAT</b>	
6:30pm - 11:30pm	£ 362.83	£ 362.83	£ 435.40	£ 435.40				
Additional Pre-Function Hours	£ 20.75	£ 20.75	£ 24.90	£ 24.90				
Additional Post-Function Hours	£ 103.71	£ 103.71	£ 124.45	£ 124.45				
<b>Gielgud Room MEETING HIRE</b>	<b>EXC VAT</b>		<b>EXC VAT</b>		<b>INC VAT</b>		<b>INC VAT</b>	
9am to 4pm (per hour)	£ 36.29	£ 36.29	£ 43.55	£ 43.55				
4pm to 11:30pm (per hour)	£ 67.42	£ 67.42	£ 80.90	£ 80.90				
<b>Gielgud Room Theatre /Arts Group Hire</b>	<b>EXC VAT</b>		<b>EXC VAT</b>		<b>INC VAT</b>		<b>INC VAT</b>	
9am to 5pm (per hour)	£ 15.54	£ 15.54	£ 18.65	£ 18.65				

Please note minimum hire period for each room is four hours