

# FARNHAM MEMORIAL HALL

**WAVERLEY BOROUGH COUNCIL**

**Tel: 01252 716438**

**[memorial.hall@waverley.gov.uk](mailto:memorial.hall@waverley.gov.uk)**

**HALL CHARGES - 2010/2011 (01.04.10 – 31.03.11)**

**WEDDING RECEPTION RATES    **£750.00****

**Hall booked from 8.30am Saturday-12.00am  
Includes Bar area from 7.30pm until 11.30pm**

Music/Entertainment used to finish no later than 11.45pm with guests leaving at midnight.

The Hall will be booked until 1.00am for the clearing of Disco/Entertainment, etc.

**THE HALL MUST BE FULLY VACATED BY 1.00am**

## **INCLUDED IN HIRE**

180 blue Banqueting chairs

24 rectangular trestle tables measuring 6' x 3'

6 wooden buffet trestle tables measuring 6' x 2.5'

## **KITCHEN USE**

Kitchen equipment for use includes: dishwasher, plumbed in water-urn, larder fridge, electric cooker and warming oven.

## **BAR SERVICE**

**A Bar Service is provided from 7.30pm until 11.30pm – please contact the Bar Licensee: Debbie Brown on: Mobile 07717405344**

Earlier opening of the bar may incur an extra charge.

## **PLEASE NOTE**

Crockery and cutlery are not provided.

A member of staff is in attendance throughout the duration of your hire, they will assist in the setting up of tables and chairs at the beginning of hire and will clear away at midnight when your guests leave.

### **Smoking**

Smokers are requested to smoke on the veranda or outside the main entrance where cigarette ash cans are provided.

A £15.00 charge will be made for any clearing up by staff of cigarette litter or rubbish left in the car park.

### **Recycling**

Farnham Memorial Hall recycles glass, cardboard and plastic bottles – please use glass recycling wheelie bins provided (green/yellow lids) next to large commercial rubbish bin and leave cardboard and plastic bottles in black sacks in the kitchen for staff to clear.

### **At the end of your function**

**Please nominate a person to oversee the car park to ensure that guests leave the Hall quietly with respect to local residents**

***Thank you***