

## Easterbrook Hire Charges

<b>Corporate/Government</b>	
<b>Main Hall</b>	<b>April 18 - March 19</b>
Breakout/Exhibition	£650
Theatre or Cabaret Style	£830
Half Day Hire (08.00-12.00, 13.00-17.00)	£420
Evening meeting (17.30-21.00)	£420
<b>Gilchrist Room</b>	
Bare or Breakout	£495
Theatre or Cabaret Style	£695
Half Day Hire (08.00-12.00, 13.00-17.00)	£350
Evening meeting (17.30-21.00)	£350
<b>Duncan All</b>	
Bare Room or Exhibition	£525
Theatre Style	£695
Half Day Hire (08.00-12.00, 13.00-17.00)	£350
Evening meeting (17.30-21.00)	£350
<b>2 Sections of the Duncan Rooms</b>	
Exhibition or Breakout	£390
Theatre Style (120 max – 120 Cabaret)	£495
Half Day Hire (08.00-12.00, 13.00-17.00)	£250
Evening meeting (17.30-21.00)	£250
<b>1 Section of the Duncan Rooms</b>	
Exhibition or Breakout	£195
Theatre Style	£250
Half Day Hire (08.00-12.00, 13.00-17.00)	£125
Evening meeting (17.30-21.00)	£125
<b>Duncan 4</b>	
Exhibition/Breakout	£200
Theatre Style (max 80 – 70 Cabaret)	£200
Half Day Hire (08.00-12.00, 13.00-17.00)	£100
Evening meeting (17.30-21.00)	£100

	<b><i>Delegate Rates up to March 2019</i></b>
8hr DDR 3 servings T/C & Lunch	£36.50
½ DDR (max 4 hrs meeting)	£19.50
24hr Rate	POA – will depend on group rate from chosen hotel, transport etc. £120 Sole occ approx. £180 DB occ approx.

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Conference Equipment	Prices
Data Projector/Laptop	£25.00 each
Tripod projection screen	£15.00
Rear-view Projector (Main Hall only)	£25.00
Lapel Mics/Handheld Mics/Gooseneck	£25.00 each
Flipchart, Paper and Pens	£10.00
Platform (2ft x 1ft)	£10.00 per section
Lectern with Mic	£25.00
Lectern no Mic	£10.00
Dedicated Technical Assistant throughout your event	£20.00 p/h

Social Events		
	Hire Cost	
NB based on evening events.	April 18 - March 19	April 19 - March 20
<b>Main Hall</b> x 200 pax catering over £25	£200	
<b>Main Hall</b> x 200 pax catering between £20/£25	£300	
<b>Main Hall</b> x 200 pax catering under £20	£600	
<b>Duncan Rooms</b> x 100 catering over £25	£100	
<b>Duncan Rooms</b> x 100 catering between £20/£25	£150	
<b>Duncan Rooms</b> x 100 catering under £20	£300	
<b>Gilchrist</b> x 100 catering over £25	FOC	
<b>Gilchrist</b> x 100 catering between £20/£25	£150	
<b>Gilchrist</b> x 100 catering under £20	£300	

Easterbrook Live		
Hire Cost	2018	
Concert with Full Platforming <i>(Client to Provide Own Stewards)</i>	£2000	
Concert - No Staging <i>(Client to Provide Own Stewards)</i>	£1600	
Additional Bar	£250	

Church Hire non wedding		
Hire Cost	2019	2020
Christening <i>( Provide Own Minister) (2hrs)</i>	£220	£240
Funeral church hire only <i>(with technician for 2 hours)</i>	£240	£250
Graduation Hire (day)	£575	£600
Concert Hire		

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<b>Wedding Ceremony Options</b>	<b>2019</b>	<b>2020</b>
Crichton Church	£550	£600
Duncan 4	£225	£250
Rock Gardens	£100	£100

<b>Easterbrook Hall Wedding Reception Room Hires</b>				
<i>Applies to per person package and bespoke pricing where the all inclusive package has not been taken</i>				
<b>Main Hall</b>				
Winter Rate (Jan – April)	£475	£500	£525	£550
Seasonal Rate (May-Dec)	£660	£680	£700	£720
<b>Duncan Rooms</b>				
Winter Rate (Jan – April)	£300	£330	£360	£390
Seasonal Rate (May-Dec)	£545	£560	£575	£590

<b>Exclusive Use Charges</b>				
		<b>2018</b>	<b>2019</b>	<b>2020</b>
Church wine and Dine <i>Included hire of toilets</i>		4000.00	4000.00	4000.00
Easterbrook Hall exclusive use <i>with ceremony only in church</i>		3000.00	3000.00	3000.00

<b>Décor</b>	<b>Company</b>	<b>Rate</b>
<b>Sparkle Package</b> Top table & cake table skirt, sparkle backdrop for TT	Tantrum	£150
<b>LED Dance Floor &amp; uplighters</b>	LUV	£495
<b>Chair Covers (max 30)</b>	In House	£3
<b>Table Decorations</b> fish bowls filled with candles/pinecones/glass pebbles mirrors	In House	£15
<b>Church Décor</b> Lanterns on stairs, silk floral pew ends, 2 candelabras	In House	£100
<b>Chair Covers &amp; Sash</b>	Tantrum	£8
<b>Table Stationary</b> place cards	MACC	£2