



## Southborough Civic Centre Charges 2024/25

Telephone Direct On  <b>01892 520 770</b>	Hire for Commercial Minimum 2 Hour Hire Weekday, 4 Hours Weekends	High brooms and Southborough Non Commercial Minimum 2 Hour Hire Weekday, 4 Hours Weekends
<b>Main Hall (Seats 320)</b>		
Unity Hall Monday - Thursday 09:00 - 22:00	<b>£41.00</b>	<b>£33.00</b>
Unity Hall Friday 09:00 - 17:00	<b>£41.00</b>	<b>£33.00</b>
Unity Hall Friday 17:00 - 23:00 and Saturday	<b>£69.00</b>	<b>£56.00</b>
<b>Main Hall Extras</b>		
Facilities Set Up Main Hall	<b>£21.00</b>	<b>£16.00</b>
Clean up of hall /Waste Disposal	<b>£110.00</b>	<b>£110.00</b>
Use of Staging Per Hire	<b>£16.00</b>	<b>£16.00</b>
Use of Retractable Seating	<b>£16.00</b>	<b>£16.00</b>
Use of Stage Lighting Per Hire	<b>£5.00</b>	<b>£5.00</b>
Use of Sound System Per Hire	<b>£5.00</b>	<b>£5.00</b>
<b>Meeting Rooms</b>		
Bounds Oak (Max 70 People )	<b>£29.00</b>	<b>£22.00</b>
Lambersart( Max 36 People)	<b>£14.00</b>	<b>£12.00</b>
Bounds Oak Friday 17:00 - 23:00 and Saturday	<b>£35.00</b>	<b>£28.00</b>
Lambersart Friday 17:00 - 23:00 and Saturday	<b>£20.00</b>	<b>£18.00</b>

### Whole Centre

Exclusive use of whole centre (Full Day) Enquire At The Centre

## Other Options Available

Projector Hire	<b>£8.00</b>
Use of Crockery	25p per cup required
Tea/Coffee Facilities up to 10-30	<b>£21.00</b>
Tea/Coffee Facilities up to 31-50	<b>£32.00</b>
Tea/Coffee Facilities 51 plus	<b>£53.00</b>

Unity Hall includes full use of the kitchen

We Aim To Provide A Full Service If You Do Not See What You Require

Please Contact Our Team of Dedicated Staff For Assistance

All prices are subject to VAT at 20%

## Payment Information

Please see the full terms and conditions for payment information and refund policy

**All Hires to be paid for in full before your booking, we can not guarantee your booking unless full payment is made**

Email: [Faciities-team@southboroughcouncil.co.uk](mailto:Faciities-team@southboroughcouncil.co.uk)

Website: [Southborough Civic Centre – Southborough Town Council \(southborough-tc.gov.uk\)](http://Southborough Civic Centre – Southborough Town Council (southborough-tc.gov.uk))