



# The NCI Community Association CIO

## Hire Charges, January 2024

### Main hall, *without* the bar in the hall open - up to 50 guests

6.30pm-11pm **£90.00**

6.30pm-12 midnight **£105.00**

9.30am-5.30pm **£150.00**

Sunday afternoon, up to 4 hours between midday – 6.00pm, **£60.00**

All day hire 9am - 11pm **£375.00**

### Main hall, the hall bar open for the function – up to 100 guests

6.30 pm-11pm **£180.00**

6.30pm-12 midnight **£210.00**

All day hire, 11am–12am, midnight **£600.00**

Charities and Community groups 6.30pm-11pm **£120.00**

### Committee Room, upstairs (seating with large table for 16, extra chairs around edge of room)

6.30 – 11pm **£75.00**

All day 9am - 11pm **£150.00**

### Studio (Upstairs meeting room/exercise space / Table Tennis) Max 60 people.

6.30 – 11pm **£75.00**

All day – 9.00am-11.00pm **£180.00**

*There are often Table Tennis league matches Tuesdays, Thursdays, and Fridays.*

### Additional information:

- We have a fully stocked bar with a good range of soft drinks, wines, craft beers, ales, low alcohol beers, crisps, chocolate and nibbles.
- Children must be supervised at all times when on the premises.
- The person/persons named on the contract are responsible for the guests attending the booked function and must be over the age of 18.
- Any damage to fixtures or fittings will be billed to the person/persons named on the contract.
- Should any extra cleaning be needed on top of the usual clean-up after an event it will be charged at £15.00 per hour. We expect hirers to leave the hall as they found it, with chairs stacked in a single rank along the side wall.
- The deposit of £100.00 is refundable should there be no extra cleaning costs, damage or altercations.

### Emergency details:

- There is a fully stocked first aid box and an accident book located behind the bar.
- Please report any accidents or incidents to the member of staff on duty

Postal address: NCI Community Association CIO, Holland Street, Cambridge, CB4 3DL.

Email: [bookingsnci@gmail.com](mailto:bookingsnci@gmail.com)

### Usual opening times:

- Tuesday to Saturday: 6.30 pm - 11pm,
- Sunday: 12 midday - 10.30pm

If you wish to book an event for times outside the above times, please get in touch!