

## WATERMANS ART CENTRE TARIFF OF RATES MARCH 2018 – APRIL 2019

### THEATRE



| STAGE SIZE          | CAPACITY   | HOURLY RATE (MINIMUM 2 HOURS)          | DISCOUNT FOR BOOKINGS OVER FOUR HOURS |
|---------------------|------------|--|---------------------------------------|
| 8.7m x 6m (52 sq m) | 239 seated | SUN-WED £145+VAT<br>THU – SAT £182+VAT | MON – SUN 20%                         |

Theatre hire includes one Technician for the duration of your hire and one usher for the duration the space is open to the public. Some technical items of equipment incur an additional surcharge, please refer to Technical Tariff.

### CINEMA



| CAPACITY   | HOURLY RATE (MINIMUM 2 HOURS)   |
|------------|---|
| 120 seated | MON,TUE,THU,FRI 9AM -1PM £97+VAT<br>ALL OTHER TIMES AND DAYS £303+VAT |

Cinema hire includes one Technician for the duration of your hire and one usher for the duration the space is open to the public.

## STUDIO 1



| SIZE              | CAPACITY               | HOURLY RATE<br>(MINIMUM 2 HOURS) | DISCOUNT FOR BOOKINGS<br>OVER FOUR HOURS |
|-------------------|------------------------|----------------------------------|--|
| 11m x 7m (77sq m) | 80 Standing, 50 Seated | £73+VAT                          | MON-SUN 20%                              |

## STUDIO 2



| SIZE              | CAPACITY               | HOURLY RATE<br>(MINIMUM 2 HOURS) | DISCOUNT FOR BOOKINGS<br>OVER FOUR HOURS |
|-------------------|------------------------|----------------------------------|--|
| 6m x 5m (30 sq m) | 20 Standing, 15 Seated | £38+VAT                          | MON – SUN 20%                            |

## Terms of Hire

1. No Hire will be considered confirmed until a completed, signed Hire Agreement Form or Contract has been returned to a Watermans Hire representative with payment of a 10% deposit. Balance of payment will become due fourteen working days prior to the hirers first event. Watermans reserve the right to withhold access should this payment not be made in full.
2. This hire is for the space(s) only and any activity or decoration of the hire cannot be allowed to overspill into common areas.
3. Any agreement is for the duration of the hire stated on the Hire Agreement Form or Contract. Watermans staff may at their discretion and where possible give access to the hire space(s) prior to or after the stated times but additional fees will be incurred at the standard hourly rate.
4. Watermans reserve the right to halt any activity or eject any persons from the space that they feel to be acting in an unsafe manner or causing distress or harm to others.
5. Watermans reserve the right to refuse or bring to a halt any hire that they consider to be of an inflammatory or derogatory nature or that might impact upon the good name and reputation of Watermans and their affiliates.
6. Watermans do not give permission for significant changes to any of the surfaces or furnishings within the premises. Any damage done to surfaces or furnishings within the space shall be returned to their original state by Watermans and the cost of repair or replacement billed back to the Hirer.
7. Watermans operate a no naked flame policy. Should naked flame be integral to your event (for example Birthday Candles) please notify the Duty Manager on the day so that they can supervise flame and smoke. Please refer to clause 4 of these terms.
8. Watermans do not provide waste facilities, please ensure that any waste generated is removed by the conclusion of the hire. Any waste left in the room will be removed and disposed of by Watermans staff and a disposal fee will be billed to the hirer.
9. Any items considered to be lost property will be held by Watermans for 30 days and then disposed of responsibly with no obligation by Watermans for financial or in kind recompense to the hirer should they later seek the return of said items.
10. Customer information collected by the selling of tickets on the Hirer's behalf by Watermans will be held in line with Watermans Data Protection Policy. To view or discuss this policy please contact the Operations Manager on 0208 232 1026.
11. The hirer will take full consideration of the safeguarding of young people and vulnerable adults and shall provide ample provision of care for the duration of their hire. This care should at the very least conform to NSPCC guidelines, please refer to their website. The hirer will be prepared to provide proof of this provision upon demand. Please refer to clause 4 of these terms.
12. The hirer and Watermans will ensure that they are fully indemnified for liability against any public or employee claims for the duration of the hire. The hirer will be prepared to provide proof of this indemnity upon demand.
13. Watermans partner The Guru Restaurant have exclusive license to provide catering for events and functions within the premise. If you wish for catering to be provided for your hire please contact The Guru on 020 8232 1011 or [thegurutandoori@watermans.org.uk](mailto:thegurutandoori@watermans.org.uk). All other catering will be refused access to the space.
14. The hirer has the right to cancel their booking at any time. Notice of cancellation must be in writing to the hire representative. Should this notification of cancellation fall within fourteen working days of the commencement of a hire Watermans reserves the right to bill the hirer in full for the entirety of the hire.