
COSTS OF DAY HIRE

Learning Space – The Learning Space is located on the ground floor and has level access to toilet and café facilities. It is a light and airy room with tables and chairs available to use on request. This space is ideal for meetings or training purposes. This space can also be supplied with use of a projector, lectern and flip chart on request. The maximum capacity for the Learning Space is 40 people dependent on activity.

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)
Learning Space Hourly Rate	Learning Space Daytime Hire (between 9am – 5pm)	£30.00

Function Suite – The function suite can be found on the first floor through the art gallery foyer. It is a brand new refurbished room with access to tables and chairs on request. This space is excellent for weddings, meetings and community groups. This space can also be supplied with use of a projector, lectern and flip chart on request. The maximum capacity for the Function Suite is 35 people dependent on activity.

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)
Function Suite Hourly Rate	Function Suite Daytime Hire (between 9am – 5pm)	£40.00

Clara's Café – Clara's Café is located on the ground floor of the Museum. We offer a range of refreshments during standard operational hours. We can also provide a range of catering options for day time bookings. For more information please contact our Catering Supervisor or complete an online booking form which can be found here www.westonmuseum.org/claras-cafe/

COSTS OF EVENING HIRE

Museum Courtyard – The Museum Courtyard is located on the ground floor and has level access to toilet and café facilities (use of Café facilities available on request)

The maximum capacity for the Museum Courtyard 100 dependent on activity.

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)
Museum Courtyard Hourly Rate	Courtyard Evening Hire (between 5pm – 11pm only)	£72.00 per hour
Museum Courtyard Drinks Package	Price per person to include: - 1x drink (house wine / juice) on arrival - Nibbles (crisps/nuts/olives) - Additional charged at normal bar rates - Room hire not included	£5.50 per person
Museum Courtyard Buffet & Drinks Package	Finger buffet & drinks: - Costs available upon request - Room hire not included	Available on Request
Access to the Galleries is available upon request – please note there may be an additional charge for this at the discretion of the Visitor Services Manager.		

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)
Learning Space Hourly Rate	Learning Space evening hire per hour (between 5pm – 11pm)	£36.00

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)
Function Suite Hourly Rate	Function Suite evening hire per hour (between 5am – 11pm)	£45.00

COST OF EXHIBITION HIRE

Exhibition Hire – The Courtyard and Learning Space can also be booked for the purpose of short-term exhibition installations. **Please note that the 7 day hire is inclusive of setup and removal time.** Private view evening events can be booked at the additional cost.

FACILITY	HIRE DESCRIPTION	COST (Inc. VAT)	TICK OPTION
Courtyard Exhibition 7 Day Hire	Exhibition on temporary walling system - Layout options available - Must be able to affix to walling / not obstruct through-traffic.	£350.00	
Learning Space Exhibition 7 Day Hire	Exhibition on temporary walling system - Exclusive use of Learning Space - Layout options more flexible	£500.00	