BERSTED GREEN LEARNING CENTRE

Bookings - Tel: 01243 840305. E-mail admin@cvs-arunwide.org.uk

Bersted Green Learning Centre (BGLC)
Hire of Charges (July 2011)

All bookings include:

- The use of furniture at the Centre – please leave the room as you find it
- The use of the kitchen and relevant equipment – please clear up and put away
- The use of toilets – please tell us if you have any problems

Please be aware that access to the Community office, IT Suite, toilets and kitchen are via the Main Room, so people may need to walk through.

Facility / Hire Period	Rate Statutory Per hour	Rate Voluntary Groups Income > 10k Per hour	Notes
Whole Centre	£15	£7.50	IT Suite only if with tutors
Main Room	£10	£5	
Interview Room	£5	£2.50	
IT Suite (8 PCs)	£7	£3.50	IT Suite only available if with tutors

Centre available from 8am until 8pm. Evening rates as above. Please allow sufficient time in your booking to set up and clear down.

Fees are payable in full when booking. No refunds will be made if cancellations are made less than 7 days prior to an event. Bookings are not confirmed until payment has been received in full and booking confirmation issued. All cheques should be made payable to Bersted Green Learning Centre.

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A partnership project involving

ARUN CVS ARUNWIDE

ARUN DISTRICT COUNCIL

Arun LSP Local Strategic Partnership

Built with funding from: >lsc Leading learning and skills