

The Place Bedford– Hire Rates

Effective: January 2025

Hire Rates – Commercial & Public Sector Organisations	
<p>Short-Period Theatre Hire: Per Session</p> <ul style="list-style-type: none"> For single session hires for presentations/awards ceremonies/meetings only. Per session (9.00-12.30; 12.30-16.00; 16.00-19.30; 19.30-23.00): <p>Per Day</p> <ul style="list-style-type: none"> Technical Assistance will be charged at a day rate of £120. Technical equipment hire is also available at extra cost. Agreement to be made in advance with the programmer and Technical Manager. 	<p>£200</p> <p>£550</p>

Hire Rates – Charities & Arts Organisations	
<p>Short-Period Theatre Hire:</p> <ul style="list-style-type: none"> For single session hires for rehearsals/meetings only. Per hour (includes charity events): <p>Per day</p> <ul style="list-style-type: none"> Technical Assistance will be charged at an hourly rate of £16.50 per hour as required Technical equipment hire is also available at extra cost. Agreement to be made in advance with the programmer and Technical Manager. 	<p>£30 per hour</p> <p>£300 per day</p>
<p>1-Week Show Package: This package consists of:</p> <ul style="list-style-type: none"> Access to the theatre from the morning of the Sunday at the start of the week, to the end of the Saturday night at the end of the week; Ability to book rehearsal spaces, subject to availability, at the standard rate. <u>Established Community Groups</u> also receive 25% on room bookings associated with a show booking <p>Total package price:</p>	<p><u>Established Community Groups</u> [groups producing more than 3 week-long shows/events at The Place Bedford/ year] £1,500</p> <p><u>Infrequent hirers</u> £2,000</p>
<p>1-Week Outdoor Show Package: This package consists of:</p>	<p><u>Established Community Groups</u></p>

Hire Rates – Charities & Arts Organisations

<ul style="list-style-type: none"> ● Access to the outdoor theatre from the morning of the Sunday at the start of the week, to the end of the Saturday night at the end of the week; ● Use of outdoor power supplies for rehearsals & performances [arranged in advance with venue team] ● Ability to use, at no additional cost, outdoor rehearsals in the outdoor performance space, <i>subject to availability</i>. ● Wet Weather Backup space in the indoor theatre on performance days [n.b. - no tech support or equipment set up offered under these terms] ● Ability to book indoor rehearsal spaces, subject to availability, at the standard rate. 	<p>[groups producing more than 3 week-long shows/events at The Place Bedford/ year] £1,000</p> <p><u>Infrequent hirers</u> £1,250</p>
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Commission charged on Ticket Purchases through our ticket booking system:	7.5%
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Cancellation Charges

<p>If the hirer cancels the Trust reserves the right in its absolute discretion to apply the following cancellation charges:</p> <ul style="list-style-type: none"> i. After 21 days of the booking being confirmed by the Trust, 25% of the total cost of the Fee plus the full cost of any actual rehearsal periods; ii. Within 60 days of the commencement of the booking, 50% of the total cost of the Fee plus the full cost of any actual rehearsal periods. iii. Individual hire sessions cancelled with less than 48hrs notice will still be charged. 	<p>25%</p> <p>50%</p>
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Approved by the Trustees 4th November 2025