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**Square Chapel Arts Centre**

10 Square Road, Halifax, West Yorkshire HX1 1QG

Administration 01422 353 073 Box office 01422 349 422

info@squarechapel.co.uk www.squarechapel.co.uk

## HIRE PRICE LIST

1<sup>st</sup> January 2018 to 31<sup>st</sup> December 2018

### Red Brick Auditorium

£120.00 per hour, to include a technician and equipment use.

£65.00 per hour, room only, house lights.

This sympathetically restored Georgian square room has outstanding views across Beacon Hill. As well as being a fully equipped studio theatre space, it is the ideal venue for concerts, dancing, conferences, meetings, film screenings, weddings and parties.

#### Facilities

- Raked seating for 220-240 people (retractable).
- Standing room for up to 280 people.
- Cabaret style up to 80 people.
- Canadian oak sprung dance floor.
- WiFi.
- Hearing loop.
- PA system.
- Lighting grid.
- Blackout curtains.
- Cinema screen and projector (additional cost).
- Two pianos – Steinway Grand Piano class D (special arrangement is required for use) and Yamaha Grand Model C3.
- Dressing rooms 1 & 2 are included in the £120.00 hire price if needed.
- Shared use of Green Room for extra space if required, but this is a shared space with staff and volunteers.
- House lights, microphone and lectern are included in the £65.00 hire price if needed.
- A full technical pack can be sent on request.
- Day rates can be discussed for hires over several consecutive days.

#### Dressing Room 1

- Dressing stations for up to 6 people, with mirror, light, cupboard and plug sockets.
- En-suite wet room.
- WiFi.

#### Dressing Room 2

- Dressing stations for up to 4 people, with mirror, light, cupboard and plug sockets.
- En-suite wet room.
- Direct access to the Green Room.
- WiFi.



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### **Copper Auditorium**

£65.00 per hour, to include a technician and equipment use.

£35.00 per hour, room only.

This fully-equipped studio theatre space will is suitable for concerts, dancing, conferences, meetings, film screenings, weddings and parties.

#### **Facilities**

- Maximum seated capacity of 115 - Stalls 87 and Balcony 28, on two person benches.
- Other seating configurations are possible.
- Access lift to balcony and technical areas.
- Standing room for up to 100 people.
- Cabaret style up to 40 people.
- Dressing room with direct access to auditorium.
- Black oak sprung floor.
- WiFi.
- PA system.
- Lighting grid.
- Blackout curtains.
- Cinema screen and projector (additional costs for films and licences).
- Dressing room 3 is included in the hire price.
- House lights, microphone and lectern are included in the £35.00 hire price if needed.
- A full technical pack can be sent on request.
- Day rates can be discussed for hires over several consecutive days.

### **Dressing Room 3**

- Dressing stations for up to 2 people, each with chair, mirror, light, cupboard and plug sockets.
- En-suite wet room.
- Direct access to the Copper Auditorium.
- WiFi.

### **Cornerstone Room**

£30.00 per hour.

A multi-purpose meeting room, situated in the lower ground floor of our new extension.

#### **Facilities:**

Meeting room layout capacities are (all numbers are approximate):

- Boardroom – 30
- U Shape – 28
- Classroom – 40
- Theatre – 60
- Sink unit and tea/coffee\* making facilities.
- WiFi.



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### **Café/Bar**

A bright, contemporary new space to eat and drink. The bar also houses our box office team and has direct access into the newly renovated Piece Hall.

#### **Facilities:**

- Indoor seating for up to 80 people.
- Outside south/east facing terrace with seating for up to 40 people.
- Fully stocked bar, serving locally sourced wines, craft ales, ciders, soft drinks, tea, coffee and home-made cake from 10am.
- Café serving a daily changing menu for lunch and pre-theatre dinner.
- Direct access to the Piece Hall.

The café/bar can only be hired with exclusive hire of the whole building, although a separate bottle bar and private catering can be arranged for your event in either of our auditoria. If you wish to hire the whole building for your event, please speak to Maureen to arrange a meeting with her and our Head of Technical and Operations to discuss your requirements and costs.

### **Additional Information**

#### **General Information**

- Refreshments – tea, coffee are available at a cost of £2.50 per head.
- Catering can be arranged at an additional cost, please advise of your requirements when making your booking.
- Provisional bookings will be held for a maximum of 14 days.
- Once confirmed, an invoice will be sent for 20% of the basic charge, as a non-refundable deposit.
- Full payment will be required 14 days prior to the event.

#### **Shows and Concerts**

- For the full list of theatre lighting and sound equipment, please see our technical pack.
- For shows and concerts, we ask that hirers have a meeting with one of our technicians at least 6 weeks before their event to determine their technical requirements.
- If you wish to use our equipment one of our technical staff will be present throughout your hire.
- Additional technical support is priced at £12.50 per hour.

#### **Cinema Screenings**

- You can hold your own private screening in either of our auditoria for a cost of £350.00. This will include private hire of the auditorium, film and all licences:
  - Main Auditorium - to seat a maximum of 219 people.
  - Studio Auditorium - to seat a maximum of 87 people.
- For any variances on this, eg to screen your own film, sell tickets for a film, etc, please contact Dave Garratt on film@squarechapel.co.uk

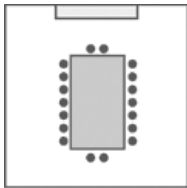
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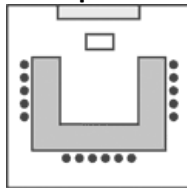
**Meetings**

- Equipment for meetings, such as laptop, portable screen, projector and flipchart are available on request.
- Meeting room layouts (other options available, please ask)

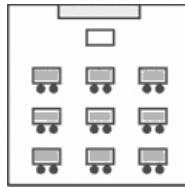
**Boardroom**



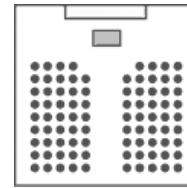
**U-Shape**



**Classroom**



**Theatre**



**All prices are exclusive of VAT, which will be added to all bookings.**

Discounts of 20% from listed room hire and equipment prices are available for community groups, registered charities, schools and not-for-profit organisations with a turnover of less than £500k.

Discounts are also available for regular hirers who:

- Book six or more events per year, regularly spaced throughout the year – weekly, monthly.
- Book the same room(s) for more than one day consecutively.

For any enquiries about availability, costs, discounts and to arrange to view any of our spaces, please speak to Maureen on 01422 353073 or email [maureen@squarechapel.co.uk](mailto:maureen@squarechapel.co.uk).