

VENUE HIRE AT THE WOODLAWNS CENTRE

What are the hire fees?

Current prices are £50 per hour *before* 6pm and £65 per hour *after* 6pm. £30 per hour for the garden room. The fee for a Wedding Ceremony is £150.

What is included?

You have use of the ground floor, which includes the main lounge, dining room, kitchen and garden. We recommend a maximum of 80 people. We do not provide catering services. The garden room holds up to 25 people and you have use of the garden.

What are the times?

The maximum is 1.00am on Saturday, music off by midnight. On Sunday and weekdays the maximum time is 10.00pm with music off by 9.00pm. The garden room maximum hirer is 8.00pm. Strict music restrictions apply.

Are there any additional fees?

Yes. You will need to pay a £250.00 deposit for the main house (£100 for the garden room). This will be returned to you after the event if there are no breaches of the terms & conditions. In addition a £40 waste management fee is required. You will have cleaning responsibilities in terms of removing all food, bottles, and decorations. The flooring and toilets will be done by the cleaner. We also pay to have your waste disposed of.

Can we play music?

Yes. Any DJ set up must be in the front lounge (wooden floor area) including all speakers. Music must not be heard at the bottom of the garden and all doors leading to the patio must remain closed if music is playing. This is not a suitable venue for large or high volume speakers. Speakers are not allowed in the garden or garden room.

Can we hire tables and chairs?

We do not hire out furniture but there are tables and chairs which you can use free of charge. There are approximately 80 red chairs, 60 beige/blue chairs and 8, 6ft long trestle tables.

Can we decorate?

Yes, but very limited. You cannot use sticky tape, pins, nails or command strips on any surface. No white tac on wallpaper. All decorations must be removed (including white tack) and helium balloons must be weighted and not released in the house. An additional charge will be made to your deposit if this condition is not met.

Can we have a bouncing castle?

Yes, but this will incur an additional £20 surcharge (equipment not provided).