

Kambala Estate Residents Association

"We're not just neighbours, we are a community!"



Kambala Clubroom Hire Charges

Main room hire includes heating, when required. Kitchen facilities are charged separately, and include a Cooker, Fridge and Freezer, Coffee machine, Toaster, Kettle, Tea Urn . We are fully equipped with cooking and eating utensils. In the main hall we have tables and chairs for 40 people.

Standard Rates

Main Room	£15 per hour (minimum 1 hour)
Kitchen Facilities (including Hot Water)	£5 per hour (minimum 1 hour)

(If you need Hot Water for the washbasins, but do not require the Kitchen, please enquire for charges).

If you require heating, there will be an extra £1/hour.

Booking / Security Deposit

All users must pay a £60 Security Deposit. This fee is in **addition** to the Charges above, and is refundable following a satisfactory inspection of the Clubroom following the event. **We will take out the cost for a cleaner to attend if the room is not cleaned properly after your event.**

Regular groups may choose to "roll over" the Security Deposit from one booking to the next.

To secure a booking, an amount equal to the Security Deposit, or the Full Hire Charge (whichever is the smaller) must be paid within **3 days** of us confirming the booking.

Full payment of the hire charges and Security Deposit is due no less than **14 days** before the hire date, or at the time of booking, if after this date.

Cancellation

Bookings may be canceled by the hirer, more than 14 days before the hire date without penalty.

Cancellation by the Hirer between 14 and 7 days of the Hire date will incur a fee of 50% of the Hire Charge. For cancellations at less than 7 days' notice, only the Security Deposit will be refunded.

Any booking where the hirer is not present **within 15 minutes** of the agreed start time, will be deemed to have been canceled by the hirer. If you are delayed en route, it is important to **phone us to let us know**. The caretaker is employed by the Resident Association to open and close the Clubroom and we are paying for his time. So if you are later than 15 minutes after contacting us to make us aware of your delay. You will be charged accordingly.

www.kambala.org.uk

Chair: Donna Barham chair@kambala.org.uk

Secretary: Clare Gordon-Smith: secretary@kambala.org.uk

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