

### Green & Heather Rooms: -

Why should we provide offers!

- The rooms are currently under used, current revenue for these rooms is negligible
- A starter rate helps people start when building a new business or starting a new location
- Clients advertise the centre at the same time as advertising their own business
- Aimed at local community businesses or those providing a service for the local community
- Increase footfall to the LMC

Who might use these offers?

Tutors, Wellbeing practitioners, Fitness classes, Mother & Baby groups,

We would need to ensure

Client vacates the room leaving the room as found ready for the next use.

Dates that are booked as Whole Complex are identified.

<p>Full Day: 8am - 4pm or 9am - 5pm</p> <p>Starter Rate £45 per day (£37.50 ex VAT) Increasing to £55 per day (£45.83 ex VAT)</p> <p>Client to be invoiced for calendar month, payment in advance, minimum of 4 bookings per month. Review of starter rate with centre manager every 3 months, rate to increase between 3mths &amp; 1year</p> <p>Example: - A Client has recently trained as a well-being practitioner, they would like to hire Green or Heather room from 9am – 5pm every Friday to see clients, they intend to use the room for at least 40 weeks of the year but will need to build their client base.</p>	<p>Half Day: 9am - 1pm, 1.30pm - 5.30pm, 6pm - 10pm</p> <p>Starter Rate £25 (£20.83 ex VAT) Increasing to £35 (£29.16 ex VAT)</p> <p>Client to be invoiced for calendar month, payment in advance, minimum of 4 bookings per month Review of starter rate with centre manager every 3 months, rate to increase between 3mths &amp; 1year</p> <p>Example: - A client would like to run classes back-to-back over a 3–4-hour period, they will need to build classes up to afford the hire charges, ideally, they would like to start 4 classes of different ages at the same time. They wish to run the classes for a minimum of 40 weeks per year.</p>
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***This information has been provided for reference as it has already been agreed. (May 2021 Appendix 8)***

### Hot desks - (5 desks, shared use of room)

1hr	£5	£5
8.30am - 12noon	£10.50	£3
12.30 - 4pm	£10.50	£3
8.30 - 4pm	£18.75	£2.50

Revenue Total for a total of 10 people using a room £105.00 (87.50) [5 x £10.50 (£8.75) Morning & 5 x £10.50 (£8.75) Afternoon]

Or

Total of 5 people using a room £92.50 (77.08) [Whole Day £18.50 x5]

## **Main Hall & Canada Room**

Why provide a set time & price?

- Easier management of timings
- Ability to advertise with clarity
- Includes set up and clear down
- Door Access System can be set up for specific events
- Costs & timings easily calculated prior to contact
- Helps the client book other elements for the event e.g., entertainer
- Progression to online bookings

Who would use the set price?

Local Family gatherings & Community events

We would need to ensure!

Clients leave room as found

### **Main Hall**

Daytime Family events 9am - 1pm or 2pm - 6pm Community Rate £72 (£60 ex VAT) General Rate £85 (70.83 ex VAT)	Evening Family Events 6.30pm - 12 Midnight Community Rate £120 (£100.00 ex VAT) General Rate £150 (£125.00 ex VAT)
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### **Canada Room**

Daytime Family Events 9am - 1pm or 2pm - 6pm Community Rate £50 (£43.50 ex VAT) General Rate £60 (£50.00 ex VAT)	Evening Family Events 6.30pm - Midnight Community Rate £70 (£58.33 ex VAT) General Rate £80 (£68.40 ex VAT)
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- Parties can still be booked at the hourly rate for example 11am - 4pm but this prevents us from booking 2 parties in the day, therefore they would need to pay the full rate.
- Client is invoiced set time & price and can have the party within the set hours, (*most parties are booked for 3 hours*)
- Currently evenings booked at the LMC in the Main Hall are 4-5 hrs, the Canada room is rarely booked but usually less than 3 hours.
- All timings include set up and clear down time
- Evening parties including a Bar may require us to clean the next day. This is not the client's fault. It is mostly due to the size and nature of our hall floor; Therefore, the hall may not be in use the next morning,

### **Weddings: -**

Why provide a set price?

Weddings are stressful enough, so keep it simple, many will be organising a DIY Wedding.

Main Hall 1pm Friday until Midnight Saturday Enabling set up time in advance of the Wedding Community Rate £650 (£541.66 ex Vat) General Rate £750 (£625.00 ex Vat)	
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