

<b>Garden Gallery Hire (please include set up and take down time)</b>	<b>Whole Gallery cost per hour</b>	<b>VAT</b>
Weekdays (9 – 5) Mon - Fri (Not available 10 am- 2 pm Wed & Thurs. term time)	£ 20.00	n/a
Week evenings (5pm – 12am) Mon - Thu	£ 24.00	n/a
Weekends Day ( 9am – 5pm) Sat & Sun	£ 24.00	n/a
Weekends Evenings (5pm - 12am) Fri, Sat & Sun	£ 30.00	n/a
Exclusive use of the Garden during Museum hours (no charge at any other time)	£ 25.00	n/a

<b>Party Rates</b>	<b>Garden Gallery Only - Both Areas</b>
Children's Parties - 4 hrs, weekends, up to 5pm	£ 80.00

<b>Hire Period</b>	<b>Minimum number of hours</b>
Weekdays	2hrs
Weekends	4 hrs

<b>Capacity - Garden Gallery</b>	<b>Max</b>
Buffet	90
Sit down meal	36

<b>Furniture</b>	<b>Net Cost</b>
10 tables (4' x 2' and 2 x trestles 5' x 2')	No charge
70 Chairs	No charge

<b>Catering Facilities</b>	<b>Net Cost</b>	<b>VAT</b>
Use of kitchen in garden gallery (including fridge)	no charge	
Urn (12 ltr)	£ 5.00	+20%
Crockery for tea/coffee making (p.p.); includes tea pots and milk jugs	£ 0.60	+20%
Crockery place setting dinner/side plate & cup/ saucer	£ 1.20	+20%
Cutlery place setting (2 x knives, 2 x forks, 2x spoons)	£ 0.80	+20%

<b>Equipment</b>	<b>Net Cost</b>	<b>VAT</b>
CD/DVD player	£ 5.00	+20%
Digital Projector (without pc)	£ 25.00	+20%
Whiteboard/easel/blackboard	£ 5.00	+20%

You are welcome to use your own catering, or to obtain a quote from the Maltings please contact our catering manager Andrew at [andrew.clarke@farnhammaltings.com](mailto:andrew.clarke@farnhammaltings.com).