

Corporate/Government	
Main Hall	April 18 - March 19
Breakout/Exhibition	£650
Theatre or Cabaret Style	£830
Half Day Hire (08.00-12.00, 13.00-17.00)	£420
Evening meeting (17.30-21.00)	£420
Gilchrist Room	
Bare or Breakout	£495
Theatre or Cabaret Style	£695
Half Day Hire (08.00-12.00, 13.00-17.00)	£350
Evening meeting (17.30-21.00)	£350
Duncan All	
Bare Room or Exhibition	£525
Theatre Style	£695
Half Day Hire (08.00-12.00, 13.00-17.00)	£350
Evening meeting (17.30-21.00)	£350
2 Sections of the Duncan Rooms	
Exhibition or Breakout	£390
Theatre Style (120 max – 120 Cabaret)	£495
Half Day Hire (08.00-12.00, 13.00-17.00)	£250
Evening meeting (17.30-21.00)	£250
1 Section of the Duncan Rooms	
Exhibition or Breakout	£195
Theatre Style	£250
Half Day Hire (08.00-12.00, 13.00-17.00)	£125
Evening meeting (17.30-21.00)	£125
Duncan 4	
Exhibition/Breakout	£200
Theatre Style (max 80 – 70 Cabaret)	£200
Half Day Hire (08.00-12.00, 13.00-17.00)	£100
Evening meeting (17.30-21.00)	£100

	Delegate Rates up to March 2019
8hr DDR 3 servings T/C & Lunch	£36.50
½ DDR (max 4 hrs meeting)	£19.50
24hr Rate	POA – will depend on group rate from chosen hotel, transport etc. £120 Sole occ approx. £180 DB occ approx.

Conference Equipment	Prices
Data Projector/Laptop	£25.00 each
Tripod projection screen	£15.00
Rear-view Projector (Main Hall only)	£25.00
Lapel Mics/Handheld Mics/Gooseneck	£25.00 each
Flipchart, Paper and Pens	£10.00
Platform (2ft x 1ft)	£10.00 per section
Lectern with Mic	£25.00
Lectern no Mic	£10.00
Dedicated Technical Assistant throughout your event	£20.00 p/h

Social Events		
	Hire Cost	
	April 18 - March 19	April 19 - March 20
NB based on evening events.		
Main Hall x 200 pax catering over £25	£200	
Main Hall x 200 pax catering between £20/£25	£300	
Main Hall x 200 pax catering under £20	£600	
Duncan Rooms x 100 catering over £25	£100	
Duncan Rooms x 100 catering between £20/£25	£150	
Duncan Rooms x 100 catering under £20	£300	
Gilchrist x 100 catering over £25	FOC	
Gilchrist x 100 catering between £20/£25	£150	
Gilchrist x 100 catering under £20	£300	

Easterbrook Live		
Hire Cost	2018	
Concert with Full Platforming <i>(Client to Provide Own Stewards)</i>	£2000	
Concert - No Staging <i>(Client to Provide Own Stewards)</i>	£1600	
Additional Bar	£250	

Church Hire non wedding		
Hire Cost	2019	2020
Christening <i>(Provide Own Minister) (2hrs)</i>	£220	£240
Funeral church hire only <i>(with technician for 2 hours)</i>	£240	£250
Graduation Hire (day)	£575	£600
Concert Hire		

Wedding Ceremony Options	2019	2020
Crichton Church	£550	£600
Duncan 4	£225	£250
Rock Gardens	£100	£100

Easterbrook Hall Wedding Reception Room Hires				
<i>Applies to per person package and bespoke pricing where the all inclusive package has not been taken</i>				
Main Hall				
Winter Rate (Jan – April)	£475	£500	£525	£550
Seasonal Rate (May-Dec)	£660	£680	£700	£720
Duncan Rooms				
Winter Rate (Jan – April)	£300	£330	£360	£390
Seasonal Rate (May-Dec)	£545	£560	£575	£590

Exclusive Use Charges				
		2018	2019	2020
Church wine and Dine <i>Included hire of toilets</i>		4000.00	4000.00	4000.00
Easterbrook Hall exclusive use <i>with ceremony only in church</i>		3000.00	3000.00	3000.00

Décor	Company	Rate
Sparkle Package Top table & cake table skirt, sparkle backdrop for TT	Tantrum	£150
LED Dance Floor & uplighters	LUV	£495
Chair Covers (max 30)	In House	£3
Table Decorations fish bowls filled with candles/pinecones/glass pebbles mirrors	In House	£15
Church Décor Lanterns on stairs, silk floral pew ends, 2 candelabras	In House	£100
Chair Covers & Sash	Tantrum	£8
Table Stationary place cards	MACC	£2