



VENUE HIRE COSTS

HIRE RATE	HIRE PERIOD	WEEKDAY	WEEKEND
Hourly		£50	N/A
Day	9am – 5pm	£200	£250
Evening	5pm – 11pm	£250	£300
Full Day	9am – 11pm	£400	£500
2 Day	Sat 9am – Sun 11pm	£750	£900

TERMS

Hire period start and finish times and access arrangements the day before or after may be negotiable at the discretion of Left Bank Leeds. Discounted rates may be offered to certain charities, community groups or regular bookings. All money raised from venue hire goes towards Left Bank's running costs and the continued development of the building and charitable objectives. Fees may apply for late collection, additional site visits or access to the venue outside the hire period. Hire fees are for exclusive use of the whole building, excluding the Vestry Room. There is no access to the balconies or back corridor, except by prior arrangement - see Floor Plan. A basic PA system and lighting bars, as well as an eclectic range of furniture and equipment, is available to hire from Left Bank - please ask for details. Left Bank requires a 20% deposit and signed hire agreement to secure a booking. The full balance for hire is due 8 weeks prior to the event, or at the time of booking if less than 8 weeks away. Non payment may result in the date being released. Cancellation fees apply. A returnable £200 damage deposit is due prior to the event date.

SERVICES

Venue hire includes an on-site or on-call Duty Manger for the booking or event as required, and post event cleaning. Left Bank can provide and staff a licensed pay bar free of charge with a £200 minimum bar spend guarantee. Left Bank can provide a variety of drinks services for your event - please ask for details. However, we do not provide table-waiting service. Left Bank also can arrange for additional event staff by prior arrangement or you can use staff from an external supplier.

To book, arrange a viewing or for more information contact Liz Ainge on 07541 765286.