

OCTOBER BOOKS

189, Portswood Road, Southampton, SO17 2NF

Community Space hire rates

	Daytimes (10am– 5.30pm)		Evenings (6pm - 10pm)		Day rate/Sundays
	Not For Profit	Fee paying/ ticketed	Not For Profit	Fee paying/ ticketed	
One to one room (<i>Not available, long term hire</i>)	£5/hr	£7/hr	£15/hr	£17/hr	negotiable
Small area of community space (<i>not available daytime Monday</i>)	£10/hr	£13/hr	£20/hr	£23/hr	negotiable
Large area of community space (<i>not available daytime Monday</i>)	£17/hr	£20/hr	£27/hr	£30/hr	negotiable
Whole of community space (<i>not available daytime Monday</i>)	£22/hr	£25/hr	£32/hr	£35/hr	negotiable
Shop floor hire	n/a	n/a	£27/hr	£30/hr	negotiable

- Evening hire rates are £10/hr more to cover staff wages
- With over 5 sessions booked, there is a 20% discount on fees.
- Training Providers can book the space for a maximum of 2 days each week.

Capacity – all rooms are on the ground floor

- Small area of community space – up to 10 people
- Large area of community space – up to 30 people
- Whole area of community space – up to 50 people
- Shop floor – up to 30 people

Capacities are dependent on the layout of room (template layouts available on request)

Equipment/ Resources

- Fully functional kitchen area in Community Space
- Chairs: Assortment of 37 chairs
- Tables: 7 small round tables (3 seated comfortably), 2 large folding tables (4 seated),
- 3 Flip Chart Stands
- 1 white board
- 1 Projector and Projector Screen
- Disable Access Toilet

Access and Parking

Access is through the front of the shop. A shop worker will be in the shop to help with any access needs. There is a buzzer for help with wheelchair access. The easiest car park is Westridge Road Car Park so17 2HL, Rates: Free for 2 hours and reasonable rates there on after.

Hirers will be will need to comply with terms and conditions of hire

For more information

visit www.octoberbooks.org/community-space

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