

# Hire Fees & Charges

1st April 2024 - 31st March 2025



**For further information relating to the facilities available for hire at The Capitol, please contact:-  
Matthew Effemey on 01403 756091**

Further information can also be found on the website:- [www.thecapitolhorsham.com](http://www.thecapitolhorsham.com)

WHERE A BOOKING INCLUDES A BANK HOLIDAY, THIS WILL BE CHARGED AS DOUBLE TIME.

HOURS BETWEEN 23:00 & 09:00 ARE CHARGED AT DOUBLE TIME FOR VENUE & STAFF. DAILY BOOKING REPRESENTS 8 HOURS.

THE CAPITOL OPENS TO THE PUBLIC AT 13:30 (MON - FRI) SATURDAY & SUNDAY OPENING TIMES VARY. ADDITIONAL CHARGES MAY APPLY OUTSIDE OF THESE TIMINGS.

YOU ARE RESPONSIBLE FOR RETURNING THE THEATRE TO ITS STANDARD FORMAT

SUBJECT TO THE PREPARATION AND CLEARANCE DEMANDS OF THE HIRERS EVENT ADDITIONAL CHARGES MAY BE LEVIED BY THE MANAGEMENT

	MONDAY - THURSDAY (Hourly)	FRIDAY - SUNDAY (Hourly)	PER DAY (10am - 11pm)	PER WEEK (SUN-SAT)
<b>THEATRE (MAIN AUDITORIUM)</b>	<b>£1,000 PER DAY</b>	<b>£1,400 PER DAY</b>		<b>£4,500.00</b>
<b>STUDIO THEATRE</b>	<b>£40.00</b>	<b>£48.00</b>		<b>£1,500.00</b>
<b>CINEMA SCREENS</b>	<b>£80.00</b>	<b>£85.00</b>		<b>N/A</b>
<b>DRESSING ROOMS 5 &amp; 6 WHEN HIRED WITH THE THEATRE</b>			<b>£50.00</b>	<b>£250.00</b>

**ALL FEES AND CHARGES QUOTED BEFORE VAT. COMMUNITY RATES MAY BE AVAILABLE.  
ADDITIONAL TECHNICAL CHARGES MAY APPLY AND COMMISSIONS BASED ON TICKET SALES**

