

Space Hire: Rates for SOCIAL / COMMERCIAL use, 2024-25

These rates apply to hiring producers using LBH arts venues under the following criteria:

- Private events, not available to the general public in LB Hillingdon to attend, or
- Public, ticketed events for which tickets are NOT sold via Hillingdon Box Office

Hires for artistic activity accessible to, and benefitting LB Hillingdon residents, use the COMMUNITY ratecard instead. Rates valid until 31 March 2025. All charges include VAT, where applicable, unless otherwise stated. Spaces marked** are not accessible by wheelchair or by those with limited mobility. Hillingdon Resident rates apply ONLY where the hirer's contact and invoicing address is within the London Borough of Hillingdon. Prices listed are PER HOUR unless otherwise indicated.

DEPOSIT			ALL HIRER'S	
Confirms hire but not part of hire cost. Refunded 6-weeks after event. Retained cancelled or hire results in damage. See Terms and Conditions.				
Compass Theatre, Winston Churchill Theatre			£500.00	
Rooms in Ickenham Hall, Compass Studio, Open-Air Theatre, Winston Lounge			£100.00	
MAIN VENUE: Min. hire 5 hours. Basic hourly rates + other applicable charges as listed. Includes one supervising Duty Officer and one supervising Theatre Technician on site	LB Hillingdon Resident		Non-Resident	
	Mon-Thu	Fri-Sun / Bank Hol	Mon-Thu	Fri-Sun / Bank Hol
WINSTON CHURCHILL THEATRE Stage, Dressing Rms, Auditorium, Foyer, Kitchen and Lounge/Bar area	£169.50	£238.50	£227.00	£327.00
WINSTON CHURCHILL LOUNGE ONLY available only when stage is not in use	£155.00	£166.50	£169.50	£205.00
COMPASS THEATRE Stage, Dressing Rms, Auditorium plus non-exclusive use of Foyer and Bar	£126.50	£152.50	£162.50	£191.00
COMPASS STUDIO / ICKENHAM HALL	As listed below PLUS Duty Manager hourly rate			
SOUTHLANDS ARTS CENTRE GROUNDS: no access to building. Unstaffed.	£301.00 per day		£451.50 per day	
ADDITIONAL SPACES: For hirers needing additional space for their hire	LB Hillingdon Resident		Non-Resident	
	Mon-Thu	Fri-Sun / Bank Hol	Mon-Thu	Fri-Sun / Bank Hol
COMPASS AUDITORIUM: Hired as a 'plain room' - no dressing rooms, stage lights, PA, equipment etc.	£85.00	£120.50	£113.50	£120.50
COMPASS LONG ROOM**	£31.50	£37.00	£37.50	£43.50
COMPASS OAK, TATE** or DRAWING ROOM**	£26.00	£31.00	£29.00	£36.00
COMPASS STUDIO	£27.50	£42.00	£29.00	£47.50
COMPASS GROUNDS	Price on application, depending on activity.			
PENALTIES	LB Hillingdon Resident		Non-Resident	
EXTRA HOURS (excl. staffing cost) Where hirer exceeds times booked without prior agreement in writing from artsvenues@hillingdon.gov.uk	£244.00		£344.00	
EXTRA CLEANING Where hire results in more than usual cleaning necessary before venue can be used again.	£143.50		£229.50	
SERVICE CHARGES	LB Hillingdon Resident		Non-Resident	
	Mon-Thu	Fri-Sun / Bank Hol	Mon-Thu	Fri-Sun / Bank Hol
STAFF: Duty Managers, Bar Tenders, Ushers or Stewards, per hour, per person. Minimum 6-weeks' notice required.	£27.50	£33.50	£34.50	£42.00
STAFF: Theatre Technicians - where required for technical operation or set-up time, outside of hired hours (mandatory for all shows with tech requirements)	£27.50	£33.50	£34.50	£42.00

BROCHURE: 1 x 1/3 of A5 page listing in Council's quarterly Culture and Heritage brochure, distributed to Libraries, Theatres, Museums, Leisure Centres plus circa 14k+ subscribers.	£129.50 + VAT	£158.00 + VAT
BOX OFFICE COMMISSION: on tickets sold via Hillingdon Box Office	10% of take + VAT (but no less than £1.40 per ticket)	15% of take + VAT (but no less than £2.20 per ticket)
PRS/PPL (Performing Rights Society & Public Performing Licencing) CONCERT: Where copyrighted music (live or pre-recorded) makes up OVER 50% of the duration of the show, and is not covered by Grand Rights.	3.5% of gross box office + VAT, with minimum charge of £35.90 (includes sales / donations taken by hirer)	3.5% of gross box office + VAT, with minimum charge of £57.30 (includes sales / donations taken by hirer)
PRS/PPL (Performing Rights Society & Public Performing Licencing) OTHER: Where copyrighted music (live or pre-recorded) makes up UNDER 50% of the duration of the show, and is not covered by Grand Rights.	0.5% of gross box office + VAT, with minimum charge of £14.35 (includes sales / donations taken by hirer)	0.5% of gross box office + VAT, with minimum charge of £28.65 (includes sales / donations taken by hirer)
TECHNICAL EQUIPMENT, LIGHTING, FX	LBH Resident	
	day	week
Ceiling Mounted Bright Projector	£158.00	£349.00
Hand Held Microphone - Winston Churchill Theatre (each)	£14.50	£57.50
Lapel Mics - Winston Churchill Theatre (each)	£22.00	£72.00
Wired Vocal Mic (each)	£14.50	-
	Non-Resident	
Ceiling Mounted Bright Projector	£172.00	£380.00
Hand Held Microphone - Winston Churchill Theatre (each)	£14.50	£57.50
Lapel Mics - Winston Churchill Theatre (each)	£22.00	£72.00
Wired Vocal Mic (each)	£14.50	-
Fixed charges for hires of 1 to 7 days (more detail at hillingdontheatres.uk)	LB Hillingdon Resident	Non-Resident
FREE - Generic Lighting and Basic FX	£0.00	£0.00
Band 10 Lighting and FX	£14.50	£14.50
Band 20 Lighting and FX	£22.50	£22.50
Band 30 Lighting and FX	£43.50	£43.50
Band 40 Lighting and FX	£57.50	£57.50
Band 50 Lighting and FX	£72.00	£72.00
Band 70 Lighting and FX	£100.50	£100.50
Consumables	POA	POA
Portable Video/Data Projector	£108.00	£129.50
Photocopying - Per A4 Sheet	£0.70	£0.70