

EPPING HALL

Hire Charges

ALL PRICES SUBJECT TO VAT @ 20%



EPPING TOWN COUNCIL

Epping Hall, St Johns Road

Epping, Essex CM16 5JU

Telephone 01992 579444

Email: info@eppingtowncouncil.gov.uk

CHARGES: Effective from 1 April 2026

HALL	Basic	Local Residents/Businesses	Charity
Monday - Friday	£ Per hour	£ Per hour	£ Per hour
0800 - 1800	23.00	20.50	17.50
1800 - 2300	34.50	29.50	19.50
2300 - 2400	64.00	39.50	35.00
Saturday			
0800 - 1800	67.50	57.00	37.00
1800 - 2300	74.50	64.50	41.00
2300 - 2400	85.50	73.00	46.00
Sunday			
1000-1800	75.50	67.00	-
1800-2230	80.50	72.50	-
FULL CONFERENCE ROOM (suitable for up to 50 people per booking depending on layout)			
Monday - Friday			
0800 - 1800	31.00	20.50	17.50
1800 - 2300	35.50	23.00	20.00
2300 - 2400	46.50	42.00	25.00
Saturday			
0800 - 1800	34.00	29.00	19.50
1800 - 2300	46.00	39.50	25.00
2300 - 2400	68.50	57.50	35.50
Sunday			
1000-1800	46.50	41.50	-
CONFERENCE ROOM 1 or 2 (suitable for 10 to 15 people per booking depending on layout)			
Monday - Friday			
0800 - 1800	20.50	17.50	11.00
1800 - 2300	22.50	20.00	12.50
2300 - 2400	42.00	35.00	22.50
Saturday			
0800 - 1800	29.00	24.50	16.00
1800 - 2300	42.00	35.00	22.50
2300 - 2400	64.00	54.00	34.00
BAR/GARDEN LOUNGE			
Monday - Friday			
0800 - 1800	18.00	15.00	9.50
1800 - 2200	20.50	18.00	11.00
KITCHEN & GARDEN LOUNGE (total cost when booked in conjunction with Epping Hall)			
Kitchen (tea/coffee)	51.00	43.50	28.50
Kitchen (food servery)	135.00	112.50	73.50
Bar/Garden Lounge	56.00	56.00	56.00
HIRE OF PREMISES FOR ALL DAY WEDDING – Fully Inclusive Price			
Saturday	Non-Epping Resident	Epping Resident	Hire of Extra Items:
0800-2400	1319.50	1132.50	Tablecloths (Each): £5 (Small) , £6 (Large)

EXTRAS

Rack seating: £50.00 per booking	Damage deposit: £200 (refundable)
Flasks: £9.00 (each flask serves 10 cups tea/coffee)	Minimum booking: 2 hours

PAYMENTS

A deposit of £30 is payable to secure booking or total cost of booking if under £30.00.
The balance must be paid at least ONE MONTH before the letting. If the letting is less than ONE MONTH from booking date, the full amount must be paid at time of booking. *Cheques to be made payable to EPPING TOWN COUNCIL and crossed a/c Payee Only*

CANCELLATIONS

Deposits are **not** refundable. Balance is refundable **only** if more than **1 month's notice** of the cancellation is given or if the Hall can be let to another hirer for the cancelled period.