

Scott Cinemas
Explanation of Venue Hire Fees and Charges (Correct as of 9th April 2020)

Auditorium Hire Fee

This charge covers the cost directly incurred by WTW-SCOTT Cinemas Ltd during the venue hire.

This includes but not limited to staff costs, energy and utilities, and wear and tear of projection equipment in line with manufacture's guidelines. This cost can also cover the use of an auditorium at a time when we would usually have a screening open to the public.

The venue hire fees are listed below and allow the customer to use the auditorium for up to 3 hours:

Daily: 9am – 12pm	£120.00
Mon – Fri (Excluding School Holidays); 12pm - 6pm	£170.00
Mon – Thur & Sun 6pm - 11pm:	£260.00
Fri: 6pm - 11pm:	£310.00
Sat: 12pm – 11pm, and weekdays until 6pm during school holidays:	£310.00

Where a Venue Hire may overlap time barriers, the higher charge is due. For example, a hire running from 11am to 3pm, the higher charge of £170.00 applies.

Film Hire Fee

If your Venue Hire includes a screening of a film from a studio, this will accrue an added fee.

For films currently screening in any of our cinemas up to 8 weeks after the films release date, we currently charge £4.00 per person **in addition** to the Auditorium Hire Fee. There is a minimum guarantee of £150.00 (not including the Auditorium Hire Fee) for these screenings that need to be met for us to screen a current release film – this is because in turn, the film studios have minimum costs that they charge us.

For films that are not currently on release (i.e. an archive, limited release or specialist title) and we'll have to book in especially for your screening, this will come with a flat fee **from** £250.00, **in addition** to the Auditorium Hire Fee, to cover the cost of the film being booked with the studio. Depending on the content requested, this flat fee may be higher - we will source a quote from the relevant distributor as part of our pricing.

Technical Assistance

If a Technician is requested to be in attendance (usually for specialist hires such as non-film screenings, festivals and corporate events), a fee of £60 will be added to your hire.

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Additional Premium or Food Charges

This charge may include the use of the big screen which would accrue an extra charge of £50.00 to your screening. The large screens at each cinema are as follows:

- Barnstaple, Screen 1 & 4
- Bristol, Screen 1
- East Grinstead, Screen 1
- Exmouth, Screen 1
- Newton Abbot, Screen 1
- Sidmouth (fee payable during peak times only)

Any refreshments requirements as discussed between the client and the Venue Hire team.

All such charges will be made clear to the customer and agreed by both parties in advance.

Terms & Conditions

All private hire bookings need to be cleared by WTW-SCOTT Cinemas Ltd Head Office – in this case both the film programming team. If speaking to a cinema manager directly, they will confirm all bookings with HO first.

For contractual reasons in relation to standard film screenings, we are under no obligation to accept all requests.

In all cases, a security deposit of £100.00 (paid by cash, cheque or credit/debit card) is required to be paid within 7 days of your screening being confirmed. Credit & Debit card payments must be made at the cinema the hire is arranged for. Cheque payments can be sent to WTW-SCOTT Cinemas Ltd, Market Street, Newton Abbot, Devon, TQ12 2RB along with a copy of your confirmation form.

If the event is cancelled by the client less than 7 days beforehand, the deposit will become non-refundable and non-transferable.

The remainder of the final price must be paid before the event, up to and including the start time. This amount can only be paid by cash or credit/debit card – this is because of the clearance time required for cheque payments.

If the outstanding balance is not paid prior to the start time, then the hire will not continue.

All Venue Hire parties are expected to abide by our standard Terms & Conditions of Ticket Purchase. A signature may be required by the client to demonstrate compliance with this aspect.

The British Board of Film Classification rating still applies for all attendees.

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For Venue Hires aimed towards children, adequate parental or guardian supervision must be in place.

For school bookings, we generally admit teachers and carers free of charge. Large parties of children under the age of 15 (fifteen) may not be left without supervision.

These Terms & Conditions are not exhaustive.

Additional Information

Invoice & Receipts

A till receipt with VAT number will be issued in-cinema for all payments of deposits and balances paid by Cash or Credit/Debit Card. For payments by Cheque, a receipt can be issued from Head Office, upon request.

A breakdown of charges will be attached to all hire confirmations, and this may be used as an invoice or receipt. For a printed invoice, please discuss with the person(s) arranging the private hire.

All prices include VAT.