



The following charges are exclusive of VAT

Room Hire Day Rates

Charitable Organisations	£9.50 per hour*	£11.40 including VAT
Educational Organisations	£13.45 per hour	£16.14 including VAT
Commercial Use	£18.95 per hour	£22.74 including VAT

Room Hire Evening Rates

Charitable Organisations	£18.95 per hour*	£22.74 including VAT
Educational Organisations	£26.45 per hour	£31.74 including VAT
Commercial Use	£37.80 per hour	£45.36 including VAT

Evening Rates (Gallery)

Flat Rate of Hire	£315.20**	£378.24 including VAT
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*A Registered Charity number is required for charity rates to apply.

**A fully refundable damage deposit maybe required for hiring the Burton Exhibition or Display spaces and areas during exhibitions.

Additional Charges

A £5 (£6 including VAT) cleaning charge will be added if the room is not left as found.

Those organisations without their own insurance can purchase public liability insurance through ‘The Burton’, via the Room Hire Booking Form at an additional cost of £7.50

Free Wi-Fi is available throughout The Burton

Equipment

The following equipment is included in room hire booking, however we do ask for 2 working days notice:

- Projector & Screen
- Flip Chart and Pens
- DVD/TV Combination Unit



Catering

The Education Space has a kitchenette with urn, kettle, microwave, fridge and sink. Hirers are welcome to supply their own refreshments at no additional cost.

Basic supplies for self catering purposes can be provided in the room (Tea, Coffee, Milk, Sugar) for £5 (£6 including VAT) for up to 15 people per session. Hirers are asked to set up and clean away their refreshments.

Alternatively Catering can be provided by Café du Parc. Please see the 'Buffet Menu' for further details.

Let the Kingsley Room feed (and fuel) your imagination. Something freshly baked and mouth watering to nibble on while you drink coffee, perhaps. Luckily then that freshly baked breads and pastries, confectionary and afternoon tea are all created for the Kingsley Room by our in house French chef Joe at Café Du Parc.



Buffet Menu for functions & events at The Burton Art Gallery

Drinks

Filter Coffee - £8 per pot (10 cups)

Tea - 50p per cup

Other hot and cold drinks as per Café menu

Lunch buffet £7.50 per person:

Baguette sandwich platter (selection of meat/veg on white/brown)

Quiche platter (slices of vegetarian and quiche Lorraine)

Selection of salad and crisps

Fresh fruit platter

Dessert platter (selection of cakes, tarts & pastries)

Contact the Burton at Bideford staff to discuss your venue hire needs.

The Burton Art Gallery & Museum
Kingsley Road
Bideford
Devon
EX39 2QQ
Tel 01237 471455
info@theburton.org

Our opening times are;
Mon – Sat 10am -4pm
Sun 11am-4pm

August Only
Mon – Sat 10am – 5pm
Sun 11am -4pm

*Please note bookings can be made
outside of our opening hours.*

