



Room Hire Fees and Terms

Join our community of Therapists from as little as £65pcm. Welcome your clients to our beautiful and professional spaces in Newbury & Marlborough, designed specifically with therapy in mind. Subject to availability, we offer three ways of booking rooms:

	Regular Block Bookings	Standard Fixed Bookings (2+ hours)	Ad-hoc Bookings
Structure and Cost	Cheapest prices with fixed times and long-term security: 08:00-12:00: £36.80 (£9.20/hr) 12:30-16:30: £38.80 (£9.70/hr) 17:00-21:00: £36.80 (£9.20/hr) 7-8am and 9-10pm complimentary extensions + £1.70 per block for Zebra & Skylight (Newbury)	Choice of hours and long-term security. No lone hour bookings (consecutive hours only) 2-3 consecutive hours: £12.50//hr 4+ consecutive hours: £12/hr + 50p per hour for Zebra & Skylight (Newbury)	Any lone or consecutive hours at any time Maximum flexibility but no long-term security £14.80/hr + 50p per hour for Zebra & Skylight (Newbury)
Discounts (off Hours Blocks)	8-11 hrs or 2 blocks: 10% 12-15 hrs or 3 blocks: 15% Weekend Bookings: 15% 16-23 hrs or 4 & 5 blocks: 20% 24+ hrs or 6+ blocks: 25%		35+ hours: 10% 70+ hours: 20% 50+ hours: 15% Weekend Bookings: 15%
Bookings and Cancellations	Reserved and paid for on an ongoing, weekly, permanent basis 51 weeks per year (including one week off for Christmas/New Year) with further deductions for bank holidays Payable monthly in advance Changes/cancellations possible with two full calendar months' notice		Minimum charge £65.00 PCM or sum of hours, whichever the higher Bookable 8 weeks in advance only Cancellations: 72+ hrs notice. Full payment if less than 72hrs cancellation notice Payable monthly in arrears
Terms of Room Use	30 minutes between regular block bookings for smooth changeover. Rooms to be vacated 15 minutes after finish time.	All standard/ad hoc bookings are for a minimum of 60 minutes with 30-minute increments thereafter. Rooms to be vacated 5 minutes after booking finish time. Strict 15-minute changeover required. Bookings to start on the hour, quarter-hour or half-hour only.	
The practices will be open every day from 7am to 10pm with the exception of occasional weekends for training or publicity events. Please enquire for hire of whole clinic spaces at weekends for group work or training events for 4+ clients.			

Room Hire Terms and Conditions

- Minimum commitment of six months from the start date of your contract (for stays of less than 6 months the deposit will be forfeited).
- All contracts are signed on the basis of two full calendar months' notice on either side.
- A refundable deposit of £175 is taken against breakages, damage or breach of contract. No interest is paid on the deposit. The deposit will be refunded, less any reasonable deductions, within three working days of the contract being terminated and keys (if applicable) returned.
- Room Hire Terms and Conditions will be reviewed annually. We reserve the right to periodically revise the booking terms and conditions.
- Regular/Standard Bookings: a) These are only available on a long-term permanent basis, therefore it is not allowed to make temporary changes, e.g. due to a therapist's absence. All new requests, amendments or cancellations must be made to Helen Barros (helenb@bramhamtherapy.co.uk or 07941 581405), who will confirm and book into the calendar. We require two full calendar months' notice for permanent changes or cancellations. Bookings can only be terminated at the end of a calendar month. Block and Standard bookings are payable monthly in advance.
- On occasion changes to room bookings may be unavoidable, such as for maintenance or in an emergency. You will be allocated a different room where possible should this happen.
- Rent is charged for 51 weeks per year for 'regular block' and 'standard' bookings, allowing one rent-free week for Christmas/New Year regardless of which day of the week the festive Bank Holidays fall. To accommodate other Bank Holidays Monday bookings are charged at 47 weeks a year and Friday bookings at 50 weeks per year. If you choose to work on a Bank Holiday the usual fees are chargeable.
- All booking types can be combined. Weekday discounts apply across 'regular block' and 'standard' bookings only, i.e. one regular block (4 hours) plus 4 standard hours will attract the 10% discount.
- Weekend discount of 15% applies to all weekend booking types but will not be applied in addition to any other discount on weekend bookings.
- Ad hoc bookings can be made directly by therapists on the calendar and are charged monthly in arrears. These must not be booked more than 8 weeks in advance and can only be cancelled with a minimum of 72 hours' (3 days) notice. Cancellations with less than 72 hours' notice will be charged in full. No fee is charged for cancellations with more than 72 hours' notice.
- Rooms booked on a 'regular block' basis must be vacated no later than 15 minutes after booking time ends. Rooms booked on a 'standard' or 'ad hoc' basis must be vacated no later than 5 minutes after booking time ends.
- Instructions on using the Skedda calendar will be given during the induction process.
- Rooms and the communal clinic spaces are to be treated professionally and kept tidy. Please adhere to the housekeeping standards for each venue.
- You are not allowed to sub-let the therapy room or to use it for purposes other than what has been agreed.
- Please see our website and your contract/terms of agreement for the added benefits included in room hire fees