



## HIRE COST

### Tuesday to Friday

- You can reserve a space at **no cost**
- **No minimum spend** required
- These are 'inclusive' days - other areas of the bar stay open to everyone
- No exclusive bookings

### Saturday, Sunday, Monday

- You can make private bookings
- There is **£150 minimum spend**
- If your group spends £150+ at the bar, you pay nothing
- If your group spends less than £150 the shortfall is charged to your club, society or group

## WHAT YOU CANNOT DO

- Bring own alcohol into the bars (unless approved and corkage paid)
- Take over the bars on Tuesdays to Fridays
- Ignore staffing or safety rules

## WHY THIS POLICY EXISTS

- Fair access to all clubs and societies
- Compliance with licensing laws
- Preventing the SU from running events at a loss
- Keeping spaces open, safe and welcoming

## DEPOSITS

### Tuesday to Friday

- **No Deposit, no minimum spend**

### Saturday, Sunday, Monday

- Deposit may be held only if extra services required or non-members attending
- There is **£150 minimum spend**
- If your group spends £150+ at the bar, you pay nothing
- If your group spends less than £150 the shortfall is charged to your club, society or group

- Fill in the SU Bar Booking Form
- Email to [studentsunion@rvc.ac.uk](mailto:studentsunion@rvc.ac.uk)
- Wait for confirmation
- Leave the space tidy after the event
- Agree layouts, timings, any extras

HOW TO BOOK