

# Gallery hire charges

From 1 June 2018

The prices listed here include:

- Venue hire and overheads
- Invigilation at reception area (Weds – Sun, 11 am – 5 pm)
- A3 poster for front entrance
- Online and social media promotion

<b>NORTH GALLERY</b>	<b>£</b>
<b>7 DAY HIRE</b> Set up Tues, derig Mon Open to public 5 days (Weds – Sun)	1800
<b>14 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 7 days (Weds – Sun)	2700
<b>21 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 12 days (Weds – Sun)	3780
<b>28 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 17 days (Weds – Sun)	4680
<b>35 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 22 days (Weds – Sun)	5400
<b>42 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 27 days (Weds – Sun)	5940
<b>49 DAY HIRE</b> Set up T/W/Th, preview Fri, derig Mon Open to public 32 days (Weds – Sun)	6300
<b>EACH ADDITIONAL DAY</b>	200 + £60 invigilation if required

Additional costs – see page 2....

<b>ADDITIONAL EXPENDITURE (IF REQUIRED)</b>	<b>£</b>
Freelance technician	£150/day + materials and equipment
Event/preview (separate room)	£250/2 hrs (room + staffing) £280/3 hrs (room + staffing)
Data projector	£12/day; £50/5 days

<b>OTHER PAYMENTS</b>	<b>£</b>
Non-refundable deposit to hold space	25% of total hire charge
Refundable deposit against damage to space	£300 - 500

**PAYMENT TERMS:**

- Non-refundable deposit required to hold space
- Balance of payment required 8 weeks in advance of start date of hire. In the case of hires arranged less than 8 weeks ahead, the full balance is due at time of booking in order to hold space.

In the case of work for sale, Phoenix can manage sales via an online shop (to be agreed). Phoenix takes a 35% commission on sales.

**If you have any questions please feel free to contact [gallery@phoenixbrighton.org](mailto:gallery@phoenixbrighton.org)**