

SAVS

Southend Association of Voluntary Services

Room hire rates (per hour)

All bookings are charged for a minimum of 4 hours on weekdays
Evenings and weekends no minimum hourly charge, surcharge applies

Room	Capacity	Members	Others
Large room	80	£12.00	£22.50
Small room	20	£4.50	£13.50
Interview pod	6	£3.00	£9.60
SURCHARGE RATES			
Weekdays evening (6pm-10pm)			
Surcharge - plus hourly rate as above		£24.00	£32.40
Weekends (Morning 9-1 or Afternoon 1-5)			
Surcharge (up to 4 hours) - plus hourly rate as above		£40.00	
Surcharge (over 4 hours) - plus hourly rate as above		£80.00	

Additional hire charges

Equipment	Members	Others
Laptops (each)	£15	£30
Flipchart, stand, pens	£3.75	£7.50
Smartboard	£17.50	£35
PA system	£37.50	£75
TV / DVD / VCR	£12.50	£25

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Function Room Catering

Hot and Cold Beverages / Snacks

Tea and coffee flask package (each flask serves 15 cups) £10

Jug of Juice (1 litre) £1.40

Jug of Juice (2 litre) £2.80

Biscuit selection (per person) 45p

Ploughman's Lunch

The Ploughman's lunch includes freshly cut French baguette, sliced ham, selection of cheeses, salad and pickle followed by a platter of selected seasonal fruits.

£5.50 per person

Sandwiches

Selection of meat, seafood and vegetarian fillings. Served with Walkers crisps.

£3.50 per person

Sandwich Plus

Selection of meat, seafood and vegetarian fillings. Served with a selection of small cakes, melon slices and grapes. Served with Walkers crisps.

£4.50 per person

Executive Menu

Selection of sandwiches, breaded chicken goujons, vegi spring rolls, chicken satay (served with crudité & dips), cheese pastry puffs. Selection of cakes. Fruit platter (melon, pineapple slices & grapes). Packet of Walkers crisps per person.

£7.00 per person including salad

Special requests can be catered for and quotation available on request.

All buffets provided by Aaron Catering

29/31 Alexandra Street • Southend-on-Sea • Essex SS1 1BW

01702 356 000 • jharp@savs-southend.co.uk