



The Foundation event space rate card

The Foundation offers a standard rate that is designed to be as affordable as possible in order to support organisations to use the space for their events.

In addition to the standard rate, the Foundation offers an additional subsidy to support small organisations and charities

who struggle to find spaces that they can afford. The qualifying criteria for the subsidised rate are detailed below.

All income raised from hiring the space goes directly to the Triodos Foundation UK, a registered charity.

Rates valid until 31.12.2017

Rate	Full day (up to 8 hours)	Half day (up to 4 hours)	Additional hours (per hour)
Standard rate	£300	£150	£37.50
Subsidised rate	£200	£100	£25

These rates cover the use of all the facilities, including tea and coffee making equipment (excluding consumables) and audio visual equipment: microphones, speakers, projector and screen (excluding laptop).

These rates apply to events taking place between 9am and 5pm, Monday to Friday, events outside these times are accommodated at the discretion of the organisers and are considered on a case by case basis.

Subsidised rate criteria

The organisation should be a Not for Profit: CIC, charity, community group.

The organisation should be an SME.

The organisation should have a relationship with the Triodos Foundation, Triodos Bank, or be closely aligned with our values.

The event is not party political.

The event should serve to progress the aims and objectives of the user organisation, for example a strategy day, consultation or training session, it cannot be a purely social event.

The event is free to attend, or only charged to cover costs.

The event is not financially supported or sponsored by a third party.

Events with a specific revenue generating/fundraising remit will be looked at on a case by case basis (please contact us to discuss).

Subsidised use should be limited to three events per year per organisation, unless otherwise agreed.