

## Event Site – Sophia Gardens

<b>Charges</b>					
<b>All prices are per event day unless otherwise stated. All prices are exclusive of VAT, which is chargeable at 20% The exact rates will be determined by Cardiff Council based on event complexity and likely impact to the ground. See notes at bottom for info on additional charges that also may be applicable</b>					
<b>EVENT DAY CAPACITY</b>	<b>Up to 499</b>	<b>500 – 999</b>	<b>1,000 – 2,000</b>		
<b>Refundable Bonds charged per booking.</b>  <b>Bonds do not attract VAT</b>	Venue Manager's discretion	Venue Manager's discretion	Min £1,000  Venue Manager's discretion		
<b>Tier 1 Community/ Not For Profit/ Charity</b>  (No significant fund raising target, no paid event staff and no entrance fee)	Min £50	Min £100	£300 - £1,000  Or 20p per head, whichever is the greater.		
<b>Tier 2 Community/ Not For Profit/ Charity</b>  (Significant fund raising target, and/or paid event staff and/or significant entrance fee)	Min £100  Or 50p per head, whichever is the greater.	Min £200  Or 50p per head, whichever is the greater.	£300 - £2,500  Or 50p per head, whichever is the greater.		

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<b>Charity Runs/Walks</b>	Charity runs/walks will typically be charged at either 20p (Tier 1) or 50p - £1 (depending on nature of event) per head, with a minimum hire fee agreed per event based on requested capacity and use of site. Use of grass areas for start/finish and event infrastructure may attract additional charges.				
<b>Commercial events</b>	Min £200  Or £2 per head capacity, whichever is the greater	Min £1,000  Or £2 per head capacity, whichever is the greater.	Min £2,500 for a half Coopers Field booking  Min £5,000 for a full Coopers Field booking  Or £2 per head capacity, whichever is the greater.		
<b>Commercial runs</b>	Commercial runs will typically be charged at £2 per head, with a minimum hire fee agreed per event based on requested capacity. Use of grass areas for start/finish and event infrastructure may attract additional charges.				
<b>Brand activation and promotional events</b>	Rates on application				
<b>Firework compound</b>	Rates on application, min £500				

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<b>Hospitality / Business-sponsored events</b>	Min £2,500  Small hospitality/ business events are better located on the Orchard Lawn, Bute Park	Min £5,000 for a quarter Coopers Field booking	Min £15,000 for a half Coopers Field booking  Or £5 per head over 3,000 capacity, whichever is the greater.		

**Notes:** The hire fees above may not be inclusive of the potential additional costs from Cardiff Council listed below, please check with the Venue Manager

- Cost of Site Supervisor attendance, if required. This would be charged at the applicable hourly rates for dates and times required
- Cost of Licence inspection visits, if required. These would be charged at the applicable hourly rates for dates and times required
- Use of on-site water and power above the Venue’s ‘fair use’ policy
- Any applicable charges for commercial filming and photography, including drone use (Rates are available separately on our website)
- Cost of commercial bin provision, waste collections and litter picking
- Cost of any road closures required to facilitate your event
- Cost of Council-managed P&D car park use required to facilitate your event
- Cost of track mat or other event infrastructure hire
- Cost of data connection to Cardiff Council’s network
- Cost of Event Liaison Panel Officer inspection visits, if required as a result of failures by the Event Organiser’s Team