

Event Site – Sophia Gardens

Charges					
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					
EVENT DAY CAPACITY	Up to 499	500 – 999	1,000 – 7,999	8,000 – 20,000	Set up / dismant days. Or road access to Cardiff Castle only
Refundable Bonds charged per booking. Bonds do not attract VAT	Venue Manager's discretion	Venue Manager's discretion	Min £1,000 Venue Manager's discretion	Min £2,000 Venue Manager's discretion	
EVENT TYPE					
Tier 1 Community/ Not For Profit/ Charity (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.	Min £1,000 Min £2,000 for a full Coopers Field booking. Or 20p per head capacity, whichever is the greater.	Min £50 access only
Tier 2 Community/ Not For Profit/ Charity (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.	Min £2,500 Min £5,000 for a full Coopers Field booking Or 50p per head capacity, whichever is the greater.	£50 - £200 access only Add £200 - £1,000 per day for compound space to service a Cardiff Castle Event The exact rate will be determined by Cardiff Council based on compound size and likely impact to the ground

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EVENT DAY CAPACITY	Up to 499	500 – 999	1,000 – 7,999	8,000 – 20,000	Set up / dismant days. Or road access to Cardiff Castle only
Charity Runs/Walks	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.				See above
Commercial events	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.	Min £5,000 for a half Coopers Field booking Min £15,000 for a full Coopers Field booking Or £2 per head over 10,000 capacity, whichever is the greater. Buy 2 get 1 free on event days in exchange for an agreed profit share	<i>Negotiable for Bute Park based events</i> Min £300 access only Add £200 - £1,000 per day for compound space to service a Cardiff Castle Event The exact rate will be determined by Cardiff Council based on compound size and likely impact to the ground
Commercial runs	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.				See above for Commercial events

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Brand activation and promotional events	Rates on application				Rates on application
Firework compound	Rates on application, min £500				
Hospitality / Business-sponsored events	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.	Min £30,000 for a full Coopers Field booking Or £5 per head over 10,000 capacity, whichever is the greater.	<i>Negotiable for Bute Park based events</i> Min £500 access only Add £500 - £1,000 per day for compound space to service a Cardiff Castle Event The exact rate will be determined by Cardiff Council based on compound size and likely impact to the ground

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)

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- 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