

Museums, Heritage & Culture: Fees & Charges

Appendix 3

	Actual (ex VAT) 2018/19 £	Proposed (ex VAT) 2019/20 £	VAT Indicator
Images (Private Research & Commercial)			
Private Research:			
A4 Black & White print	£6.25	£6.50	Yes
A4 Colour print	£6.75	£7.00	Yes
A4 Black and white photocopy	£1.00	£1.00	Yes
Digital copy, 300dpi (by email)	£5.50	£6.00	Yes
Digital copy, 300dpi (by email) (over 10 images)	£4.50	£5.00	Yes
Commercial:			
Books			
Local History Groups & Registered Charities	Free	Free	
Cover Page	£220.00	£220.00	Yes
Inner Page	£70.00	£70.00	Yes
TV / Film / Video			
Single Country	£80.00	£80.00	Yes
Worldwide	£160.00	£160.00	Yes
Digital			
300dpi jpeg/tiff per image / single use	£80.00	£80.00	Yes
Web			
Regional based business	£80.00	£80.00	Yes
National / International business	£160.00	£160.00	Yes
Identifications/ Enquiries			
Collections Search Service	Free	Free	
Research Visits	Free	Free	
Identifications Service	Free	Free	
Research Service (fee per hour)	£15.00	£15.00	No
Exhibition Hire			
Touring Exhibitions (Venues in Eastern Region) per month (minimum 2 month hire)	£50.00	£60.00	No
Touring Exhibitions (Venues Outside Eastern Region) per month (minimum 2 month hire)	£75.00	£90.00	No
Talks and Tours			

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1 hour daytime talk within the Borough of Broxbourne / Epping Forest District (per group)	£55.50	£60.00	No
1 hour daytime talk outside the Borough of Broxbourne / Epping Forest District (per group)	£65.50	£70.00	No
1 hour evening talk outside museum but within borough/district (per group)	£65.50	£70.00	No
1 hour evening talk outside the borough/district (per group)	£75.50	£80.00	No
1 hour daytime talk or tour (incl. Behind the Scenes), with refreshments within the museum (per person) <i>minimum group charge of £50</i>	£5.00	£6.00	No
1 hour evening talk or tour (incl. Behind the Scenes), with refreshments within the museum (per person) <i>minimum group charge of £70</i>	£7.00	£8.00	No
Schools (workshops in school)			
(max 35 pupils per class)			
1 class for 1 hour			
Epping Forest District and Broxbourne Borough Council Schools	£40.00	£45.00	No
Schools outside Epping Forest/Broxbourne area	£50.00	£55.00	No
2 classes on same day 2 x 1 hour			
Epping Forest District and Broxbourne Borough Council Schools	£60.00	£70.00	No
Schools outside Epping Forest/Broxbourne area	£70.00	£80.00	No
3 classes on same day 3 x 1 hour			
Epping Forest District and Broxbourne Borough Council Schools	£80.00	£95.00	No
Schools outside Epping Forest/Broxbourne area	£90.00	£105.00	No
4 classes on same day 4 x 1 hour			
Epping Forest District and Broxbourne Borough Council Schools	£100.00	£120.00	No
Schools outside Epping Forest/Broxbourne area	£120.00	£140.00	No
Schools (workshops in museum)			
2 hours (half day) up to two classes			
Epping Forest District and Broxbourne Borough Council Schools (Per child) minimum charge £40	£3.00	£4.00	No
Schools outside Epping Forest/Broxbourne area (Per child) minimum charge £40	£4.00	£5.00	No
Self guided visit	Free	Free	
School Topic Box Hire			
Epping Forest and Broxbourne Borough Schools	£40.00	£45.00	No
Schools outside Epping Forest/Broxbourne area	£50.00	£55.00	No
*Special rate save £10 if booked with and delivered on the same day as a workshop			

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Workshops/Public Programme			
Family Fun Workshops and Toddler sessions	£1.50	£2.00	No
Half Day Workshops	£8.00	£8.00	No
Full day workshops	£20.00	£20.00	No
Artist-led Workshops 1.5 hrs (incl. materials)	£8.00	£10.00	No
Artist-led Workshops 2 hrs (incl. materials)	£10.00	£10.00	No
Artist-led Workshops 5 hrs/1 day (incl. materials)	£20.00	£20.00	No
Performance ticket (kids theatre shows)	£8.00	£8.00	No
Motiv8 Performance ticket	£8.00	£8.00	No
Motiv8 Performance ticket Concession price	£5.50	£6.00	No
eNgage Performance ticket	£12.50	£13.00	No
eNgage Performance ticket Concession price	£9.50	£10.00	No
After School Dance per child per session	£3.50	£3.50	No
Active Assemblies 1 day of training for session leaders (plus travel)	£180.00	£200.00	No
Active Assemblies 20 resource packs	£400.00	£450.00	No
Active Assemblies teacher mentoring over 8 weeks, per group	£51.00		No
Active Assemblies session delivery for 8 sessions outside EFDC (plus travel)	£260.00	£300.00	No
Active Assemblies session delivery for 8 sessions EFDC	£185.00	£200.00	No
Creative Homes Arts sessions per session (incl. materials and set up, clear up time)	£67.00	£70.00	
Creative Homes Dance sessions per session (incl. materials)	£48.00	£50.00	
Venue Hire			
Lowewood Museum Room (per hour) (25 people)	12.50/£10.00	12.50/£10.00	Yes
Lowewood Museum Room evening rate (per hour) (25 people)	£50.00/£35.00	£50.00/£35.00	Yes
Lowewood Museum Whole Museum (per hour) (200 people)	£160.00/£150	£160.00/£150	Yes
The Space day rate (per hour) (30 people)	£25.00/15.00	£25.00/15.00	Yes
The Space evening rate (per hour) (30 people)	£50.00/£35.00	£50.00/£35.00	Yes
The Space Sunday rate (per hour) (30 people)	£100.00/£80.00	£100.00/£80.00	Yes
Tudor Gallery and Garden day rate (per hour) (20 people)	£35.00/£30.00	£35.00/£30.00	Yes
Tudor Gallery and Garden evening rate (per hour) (20 people)	£55.00/£45.00	£55.00/£45.00	Yes
Temp Ex (per hour) (60 people)	£120.00/£100	£120.00/£100	Yes
Whole Museum (per hour) (200 people)	£160.00/£150	£160.00/£150	Yes
Overnight hire at both museums		£500.00	Yes
Tea/Coffee and Biscuits (per person)	£3.00	£3.00	Yes
Buffet Lunch (per person)	£7.00	£7.00	Yes