



The Basement @ Bunyan  
 Bunyan Meeting  
 Mill Street  
 Bedford  
 MK40 3EU

Tel 01234 213722  
 or Anne-Marie Abbate on  
 07775973501

Email [basement@bunyanmeeting.co.uk](mailto:basement@bunyanmeeting.co.uk)

**GALLERY HIRE CHARGES**

-including hanging system; flexible screens (Velcro only); assorted plinths; and lockable display unit

**INDIVIDUAL**

<i>One week hire: £125</i>	
<i>Two weeks hire: £200</i>	
<i>Evening Private View – two hours: £50</i>	

**GROUPS**

<i>One week hire: £175</i>	
<i>Two weeks hire: £300</i>	
<i>Evening Private View – two hours: £50</i>	

**SINGLE USE HIRE – for events, meetings, or workshops**

<i>Single session morning/afternoon: £35</i>	
<i>Single session evening: £100</i>	

**STUDIO/CRAFT ROOM HIRE**

<i>Single session morning/afternoon: £35</i>	
<i>Single session evening: (6pm – 10pm): £100</i>	

**PREFERED DATES REQUIRED**

**Tuesday**.....(date) .....(month) to **Saturday** .....(date).....(month)

*Exhibitions: open from 11am to 4pm each day (Tuesday to Saturday)*

*Setting up exhibitions: 11.30am to 4pm on preceding Monday*

**Set up date** .... / .... / ....

*Dismantling exhibitions: 9.30am to 11.00am on following Monday*

**Dismantling date** .... / .... / ....

**A deposit of 20% of the total hire fee must be paid on booking and is non-refundable.**

The balance must be paid by or on the dismantling date.

The deposit and balance can be paid in cash, cheque (made payable to *The Basement at Bunyan*), card or BACS to *Bunyan Trust*; A/c: 71205837; Sort Code: 60-02-13

using the below **Booking/Invoice number** as reference.

**CONTACT DETAILS FOR INVOICING**

**Name:** .....

**Organisation:**.....

**Phone:** ..... **Email:** .....

OFFICE USE ONLY

DATES AGREED

**Tuesday** .....(date) .....(month) to **Saturday** .....(date).....(month)

**Set up date** .... / .... / ....                      **Dismantling date** .... / .... / ....

**Booking/Invoice number:** .....

*The Basement at Bunyan has level access from the John Bunyan Museum entrance foyer and a stepped entrance from Castle Lane. Amenities include: unisex toilets (disabled toilet in entrance foyer); access to Bunyan Meeting Church and the John Bunyan Museum.*

**FLOOR PLAN OF THE BASEMENT AT BUNYAN**

