

## CANAL & RIVER TRUST EVENTS RATE CARD

### Commercial & large-scale events

#### March 2023

From 1 June 2023 Canal & River Trust is introducing charges for third-party events to help cover the charity's costs of processing and facilitating events on its land. This ageing canal network needs constant care and protection from the Trust to look after it, so it's only right that commercial, and large-scale promotional events, that bring extra cost and stress to the network, should contribute to the cost of keeping the nation's canal heritage alive for today and for future generations to enjoy.

**This rate card provides the guiding principles by which Canal & River Trust calculates the total hire cost to event organisers.**

#### Definitions

A **commercial organisation** is an institution, corporation, or other legal entity, including, but not limited to, partnerships, sole proprietorships, and limited liability companies, that is organised or operated for the profit or benefit of its shareholders or other owners.

A **charitable organisation** is one that is registered with The Charity Commission and operates exclusively for charitable purposes/public benefit.

A **not-for-profit organisation** is an organisation that does not operate for the profit, personal gain, or other benefit of particular people.

#### Administration Fee

A non-refundable, administration fee of £95 is payable for each event application (except for small, free community events for less than 25 people)

1 – 25 people not-for-profit organisation, free event	No Charge
1 – 25 people commercial, charity	£95 (+VAT)
All other events	£95 (+VAT)

#### Fee Per Head (sporting events)

**Note:** Fee per head is calculated on the maximum event capacity rather than the attendance. There is a 50% discount if the Trust's land is not where most of the event will take place.

#### Land based walks, runs and similar sporting events

	London	Rest of network
Commercial company	£2.00	£1.50
Charity fundraising	£1.50	£1.00
Not-for-profit*	£0.50	no per head charge

#### **Waterspace only** e.g., Dragonboat racing

	London	Rest of network
Commercial	£1.50	£1.00
Charity fundraising	£1.00	£0.75
Not for profit*	£0.50p	no per head charge

\*Assuming no marketing or indirect revenue is generated

Additional charges which start at £50 per hour may apply to cover the costs of additional support i.e, vehicles, parking, mooring suspensions, banks people, litter clearance etc. (this list isn't exhaustive and will be dependent on the needs of your event). These charges will be discussed with you at time of application.

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## Site hire for all commercial events or events of more than 1,000 attendees eg festivals,

**Note:** The levels below are guidelines. Charges will be set according to the type of event, location, participant numbers, visibility value of the event or installation and level of disruption caused (i.e., towpath or navigation restrictions or closures, or other restrictions required) to water or towpath use.

	London	Urban/commercial locations	Rest of network
Commercial events	£3,000 - £40,000	£1,000- £5,000	£250 - £500
Charitable events	£1,000 - £10,000	£1,000 - £5,000	£150 - £350
Not-for-profit, free events*	£500 - £2,000	£300 - £1,000	£150 - £250

### Liverpool Docks – see separate charging policy

Any events that don't obviously fall into these categories are negotiable in advance of the event.

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### Notes

1. A large event is classified as any event with more than 1000 participants/attendees.
2. Fee per head is applicable to sporting events whether commercial or for fundraising purposes where places are booked in advance with the event organiser. This fee per head does apply to festivals and other events where places do not need to be booked in advance.
3. All commercial and large-scale events must pay a minimum charge of £500 (+VAT) for events in London, £300 (+VAT) for urban/commercial locations and £150 (+ VAT) elsewhere on the network, on top of the £95 (+VAT) administration fee, regardless of location.
4. In addition to the fees described above, The Canal & River Trust will also charge for any direct costs that are incurred because of events. Such costs typically include additional litter collections, legal fees, mooring suspensions, etc. costs start at £50 per hour. A list of potential costs will be discussed and agreed with you when booking your event.
5. Some events may be asked to pay a bond, in advance. This is held against any costs incurred by the Trust. Bonds are returned to the event organiser following satisfactory inspection of the site after the event. For example, the cost of litter clearance after an event or repairing damage to hard or soft landscapes. If this is required, it will be discussed and agreed with you in advance.
6. All fees are payable in advance before your event takes place. Your event will not be able to take place if payment is not made. The administration fee is payable at the time of application.
7. All fees are + VAT at the applicable rate.
8. Proof of charitable status is required
9. Fee refund – refer to events licence for full details. The administration fee is non-refundable.