



Lemon Quay Fees & Charges - Financial Year 2024/25

Off – Peak Charges

This pricing table applies to **off-peak** times: 2nd week of January - 2nd week of March and 2nd week of September - 2nd week of November.

Charity / Non-commercial		
Collection/Promotion only	Free	No set-up – bucket collection/handing out flyers/materials only
Stall Rate*	£50	Small space booked for promotion or collection
Event Rate*	£77	Medium/Large space booked for event
*Stall Rate and Event rate have a £44 + VAT admin fee per booking payable at time of booking as a deposit, admin fees are non-transferable & nonrefundable. Multiple dates booked at the same time will only be charged one admin fee. Electricity charged separately.		

Commercial		
Booking Size	Event Day	Set-Up/Pack-Down Day
Small Booking (1/4 Quay or individual stall)	£209	£105
Medium Booking (1/2 Quay)	£286	£143
Large Booking (Full Quay)	£352	£176
Ticketed Events	As other prices plus £1 per ticket – based on capacity, not tickets sold.	As other prices.
Set up & pack down fees only charged if full day is required. Admin fee of £44 + VAT is applicable to all Commercial Bookings. Electricity charged separately.		

Children's Amusements	
Half Quay	£85
Full Quay	£121
Admin fee of £44 + VAT applicable to all Children's Amusemnts bookings. Electricity charged separately.	



Lemon Quay Fees & Charges - Financial Year 2024/25

Peak Charges

This pricing table applies to **peak** times: 3rd week of March - 1st week of September and 3rd week of November - 1st week of January.

Charity / Non-commercial		
Collection/Promotion only	Free	No set-up – bucket collection/handing out flyers/materials only
Stall Rate*	£62.50	Small space booked for promotion or collection
Event Rate*	£96	Medium/Large space booked for event
*Stall Rate and Event rate have a £44 + VAT admin fee per booking payable at time of booking as a deposit, admin fees are non-transferable & nonrefundable. Multiple dates booked at the same time will only be charged one admin fee. Electricity charged separately.		

Commercial		
Booking Size	Event Day	Set-Up/Pack-Down Day
Small Booking (1/4 Quay or individual stall)	£261	£131
Medium Booking (1/2 Quay)	£358	£179
Large Booking (Full Quay)	£440	£220
Ticketed Events	As other prices plus £1 per ticket – based on capacity, not tickets sold.	As other prices.
Set up & pack down fees only charged if full day is required. Admin fee of £44 + VAT is applicable to all Commercial Bookings. Electricity charged separately.		

Children's Amusements	
Half Quay	£106
Full Quay	£151
Admin fee of £44 + VAT applicable to all Children's Amusemnts bookings. Electricity charged separately.	



Electricity Charges	
Small Booking	£12.10 per day
Medium Booking	£24.20 per day
Large Booking	£39.60 per day

Cancellation Charges	
Charity/Non-Commercial	No charge for cancelling - any admin fees paid as deposits are non-transferable & non-refundable.
Commercial	<p>Booking cancelled prior to event date –</p> <p>6 months: 25% of total booking fee.</p> <p>3 months: 50% of total booking fee.</p> <p>1 month: 100% of total booking fee.</p> <p>All commercial bookings have a £44 +VAT admin fee payable at time of booking as a deposit, admin fee is non-transferable & non-refundable.</p>
Children's Amusements	£44 + VAT admin fee still payable for any cancelled dates within the booking, plus 25% of total daily rate for each cancelled day.

For all Lemon Quay bookings and enquiries, please contact events@truro.gov.uk or call us on 07523 911009 or 01872 274766.

Postal address:

Truro City Council,
Municipal Building,
Boscawen Street,
Truro,
TR1 2NE

Please note that we are based on the first floor of Truro Community Library on Union Place, in the Truro City Council Offices.