



EVENING PARTIES £3,500 + VAT

- Includes:
- Exclusive hire of the venue – Main Hall, Green Room, Foyer Bar, Terrace Bar & Terrace.
 - Grand Piano (untuned, unless requested)
 - Access to our PA & Lighting systems
 - Use of our in house furniture
 - Duty Manager / Events Coordinator
 - 1 x Member of Security
 - Venue Technician / Sound Engineer
 - Set up assistance and full pack down/clear up

ADDITIONAL EXTRAS:

Additional Hours	£125 + VAT
Extra Security	£125 + VAT
Stage/PA removal/rebuild	£125 + VAT
Back drop removal	£30 + VAT
Dance floor	£150 + VAT
Table Linen	£9.50 + VAT
Chair Covers	£1 + VAT
External Caterers	£800 + VAT
DJ Equipment	£250 + VAT
DJ with Equipment (2 hr set)	£400 + VAT
Projector Set	£280 + VAT
Photography packages	POR

TIMINGS:

Access to dress & set up hall	4pm – 7pm
Guests arrive	from 7pm
Live music curfew	11pm
Bar Closes/Entertainment end:	
Sun – Mon	11pm
Tues – Thurs	12am
Fri – Sat	1am

CAPACITY RECOMMENDATIONS:

Seated dinner (round tables to seat 10)	60 – 150 Max
Seated dinner (mixture of round & trestle tables)	60 – 200 Max
Buffet (mixture of round & trestle tables)	60 – 200 Max
Drinks and Canapes (mixture of seating & standing)	60 – 350 Max

CATERING OPTIONS

Canapes' from £8.50pp + VAT

- Individually plated Christmas menu
- 2 courses from £27 +VAT
 - 3 courses from £30+VAT

All additional costs are subject to delivery & collection costs where applicable