



Hire Pack 2023

Theatre Spaces

Adventure Theatre



- Flexible seating for up to 100
- Ground floor access
- Le Mark Harmony Dance Floor
- Dedicated Duty Manager and Duty Technician for 4, or 8 hours dependent on hire time
- Appropriate number of Front of House staff for event
- *Availability of theatre dressing rooms is subject to availability and agreement with the venue

Additional extras:

Projector and Screen - £40.00 + VAT per hire

Microphones - £5 + VAT per microphone

Theatre Spaces

Main Theatre



- Fixed seating for 300
- First floor with lift access to auditorium and stage
- Dedicated Duty Manager and Duty Technician for 4, or 8 hours dependent on hire time
- Appropriate number of Front of House staff for event
- Upstairs foyer area and toilets
- *Availability of theatre dressing rooms is subject to availability and agreement with the venue

Additional extras:

Projector and Screen - £40.00 + VAT per hire

Microphones - £5 + VAT per microphone

Studio spaces and meeting rooms

The Nest



- Kitchenette
- Gender neutral and accessible toilet facilities
- Lift access
- Sound system
- Chairs and tables if required
- Ability to create full blackout and rig theatrical lighting
- Natural lighting

Suitable for activities such as rehearsals, classes, parties, large meetings and more!

Additional extras:

- Projector - £35 + VAT per hire
- Rig theatrical lighting - price on enquiry



Studio spaces and meeting rooms

Clore Learning Studio



- Self-contained toilet facilities
- OMI sensory walls and floor projection
- Ground floor
- Garden access
- Sound system
- Chairs and tables if required

Suitable for activities such as rehearsals, classes, parties, large meetings and more!

Additional extras:

- Custom OMI wall projections - from £45 + VAT



Studio spaces and meeting rooms

Play Den



- Toilet facilities including gender neutral and accessible toilets
- Garden and Playground access
- Bench seating
- Natural lighting
- Ability to make one large space by opening doors to Clore Learning Studio

Please note the Play Den is available for hire only outside of our regular opening hours, which are 9AM - 5PM Tuesday - Sunday. The space is available at any time on Mondays and after 5PM on other days.

Studio spaces and meeting rooms

Cafe



- Booth seating for up to 8 people
- Indoor table seating for up to 30 people
- Outdoor table seating for up to 12 people

Please note the Cafe is available for hire only outside of our regular opening hours, which are 9AM - 5PM Tuesday - Sunday. The space is available at any time on Mondays and after 5PM on other days.

Meeting Room

- TV with HDMI connectivity
- Boardroom style seating for up to 10 people



	Room Dimensions	Capacity	Standard hourly rate	Charity hourly rate	Standard half-day rate	Charity half-day rate	Standard day rate	Charity day rate	Weekly rate
Clore Studio	11.28m x 5.64m	20 - 60	£65	£52	£200	£180	£350	£300	£1500
The Nest	9.6m x 8.4m	30 - 80	£85	£68	£300	£280	£500	£450	£2200 or £2450 (exclusive use)
Meeting Room	4.3m x 2.7m	10	£40	£30	£120	£100	£200	£150	N/A
Adventure Theatre	10.08m x 9.59m	100	N/A	N/A	£800	£640	£1400	£1120	£6500
Main Theatre	Enquire	300	N/A	N/A	£1300	£1040	£2400	£1920	£11,250
Play Den and Clore Studio	Enquire	250	£175	£145	£650	£500	£1000	£800	Enquire
Cafe	Enquire	52	£65	£52	£200	£180	£350	£300	Enquire

- **VAT is applicable to all hires – the above prices do not include VAT, which will be added at the prevailing rate**
- A 40% non-refundable deposit is required to secure your booking, with the remainder payable no less than four weeks prior to the hire date
- Hire is subject to agreement of the hires contract, where full terms and conditions are viewable
- All out of hours hires (all day Monday & Tuesday - Sunday after 5PM) require an onsite Duty Manager to be present. This is included in hire fees for the Main Theatre and Adventure Theatre, but incurs an additional cost of £16 per hour + VAT for all other spaces.
- Certain events may require additional staffing at the hirer's cost, and will be quoted on asking dependent on event type.
- Additional technical requirements may be subject to additional fees, and must be discussed with the venue in advance of the hire

Catering

Our fully licensed cafe offers a variety of catering options for all events - add something special with a lunch buffet for your meeting, or teas and coffees for your rehearsal

Catering Options

Breakfast pastries and hot drinks

Add teas, coffees and breakfast pastries to your event from £6.00 per person

Buffet Lunch

Includes a variety of filled baguettes, wraps, rolls, savoury and sweet snacks and fresh juices from £12.50 per person

Evening Buffet

A range of canapes, petit fours, patisserie bites, wraps and baguettes, from £15 per person

A selection of beers, wines and fresh juices can be added to any event, please enquire for our price list

Example Menu:

- Smoked salmon and cream cheese sandwiches, egg and cress sandwiches, vegan meatball wraps, spicy chicken wraps
- Mozzarella and tomato skewers with a nut-free pesto dipping sauce, falafel skewers with a hummus dip
- Mini vegetable spring rolls, vegetable samosas, vegan sausage rolls, vegan nuggets and red pesto
- Mini vegetable quiches and quiche lorraine, mozzarella sticks
- Macarons, mini brownies and mini carrot cakes