



# **MUSEUM OF LONDON**

## Daytime Hire 2023



## A PASSION FOR THE BEST EVENTS IN LONDON

Located in the heart of the City, the Museum of London is the ideal venue for your next conference.

The diverse selection of contemporary facilities offers versatile space for presentations, AGMs, product launches, lectures and meetings with a fantastic choice of mouthwatering menus to match.

The venue provides an inspiring backdrop for any event.





## THE ENTRANCE HALL

The stylish and contemporary Entrance Hall is a popular space for daytime events including conferences and exhibitions and is perfectly situated at the front of the museum to provide a memorable welcome for guests. This versatile, blank canvas space can be transformed for daytime events with the inclusion of a stage, props and seating.

The Entrance Hall in combination with the London Ellipse Hall and its customisable 360° LED ellipse, make the perfect setting for a first-class experience.

### Capacity

---

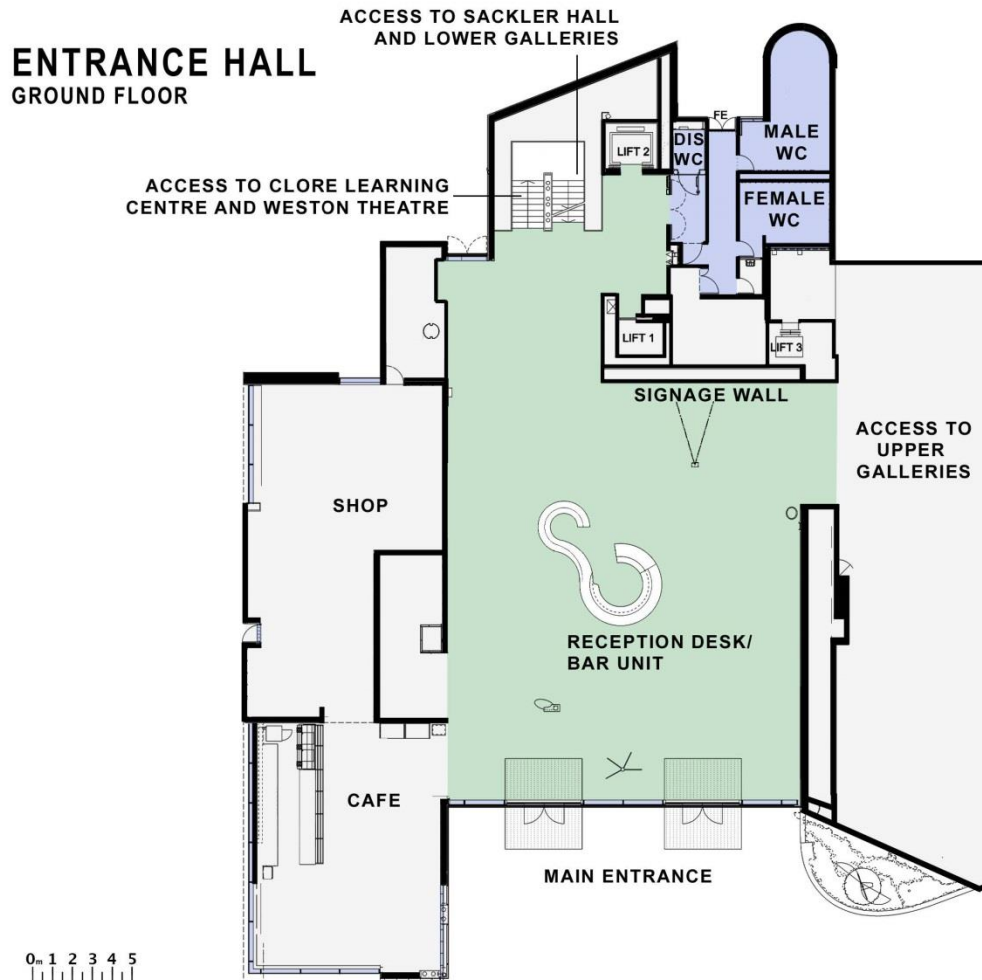
|                             |            |
|-----------------------------|------------|
| <b>Reception</b>            | <b>400</b> |
| <b>Theatre style</b>        | <b>300</b> |
| <b>Cabaret</b>              | <b>310</b> |
| within the 360° LED ellipse | <b>180</b> |

# ENTRANCE HALL

## Floor plan

### Additional information

- Wheelchair accessible
- Wi-Fi
- Air conditioning
- Natural daylight
- Projector & screen
- 409sqm



ENTRANCE HALL 409 sqm



# LONDON ELLIPSE HALL

unique event space in the heart of the museum with a show-stopping digital ellipse and plasma screen.

Choose from endless possibilities of showstates from a twinkling chandelier to your own bespoke display, perfect for award ceremonies and celebrations.

## Capacity

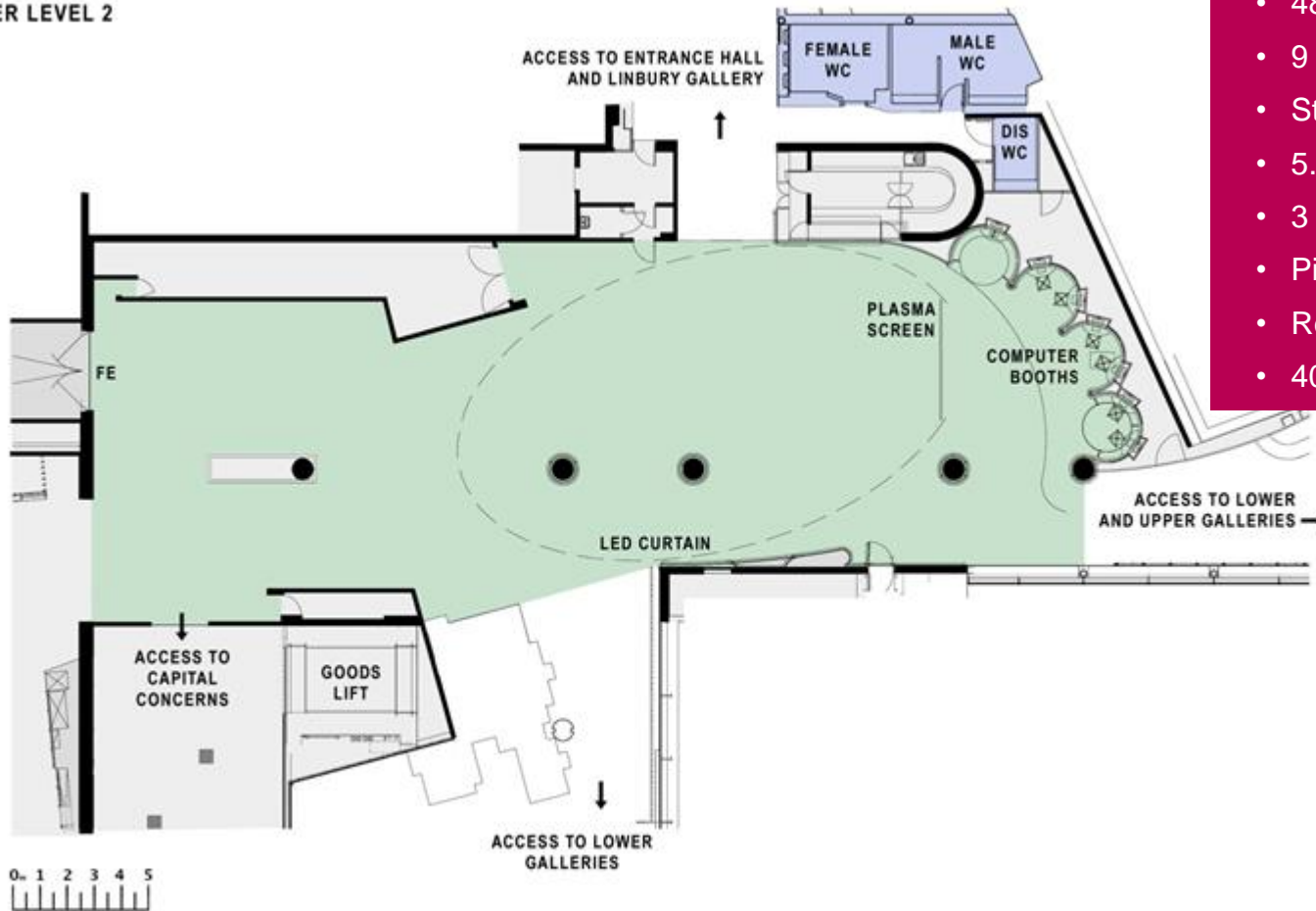
---

|                             |            |
|-----------------------------|------------|
| <b>Reception</b>            | <b>600</b> |
| <b>Seated Lunch</b>         | <b>420</b> |
| within the 360° LED ellipse | <b>260</b> |
| <b>Cabaret</b>              | <b>315</b> |

# LONDON ELLIPSE HALL

## Floor plan

LOWER LEVEL 2



### Additional information

- Wheelchair accessible
- WiFi
- Air conditioning
- Natural daylight
- 48m LED curtain
- 9 x 42" Plasma
- Staging and lectern
- 5.1 Audio System
- 3 Phase Power
- Pin spot lighting
- Relay camera
- 404sqm



## LONDON WALL BAR AND KITCHEN

Located on the ground floor of the museum, this bright and airy space is available now and can host a variety of events including meetings and conferences for up to 72 guests, standing receptions for up to 200 and seated lunch for up to 130.

Hire of the London Wall Bar & Kitchen also includes access to the patio area just outside, which is perfect for drinks and canapés.

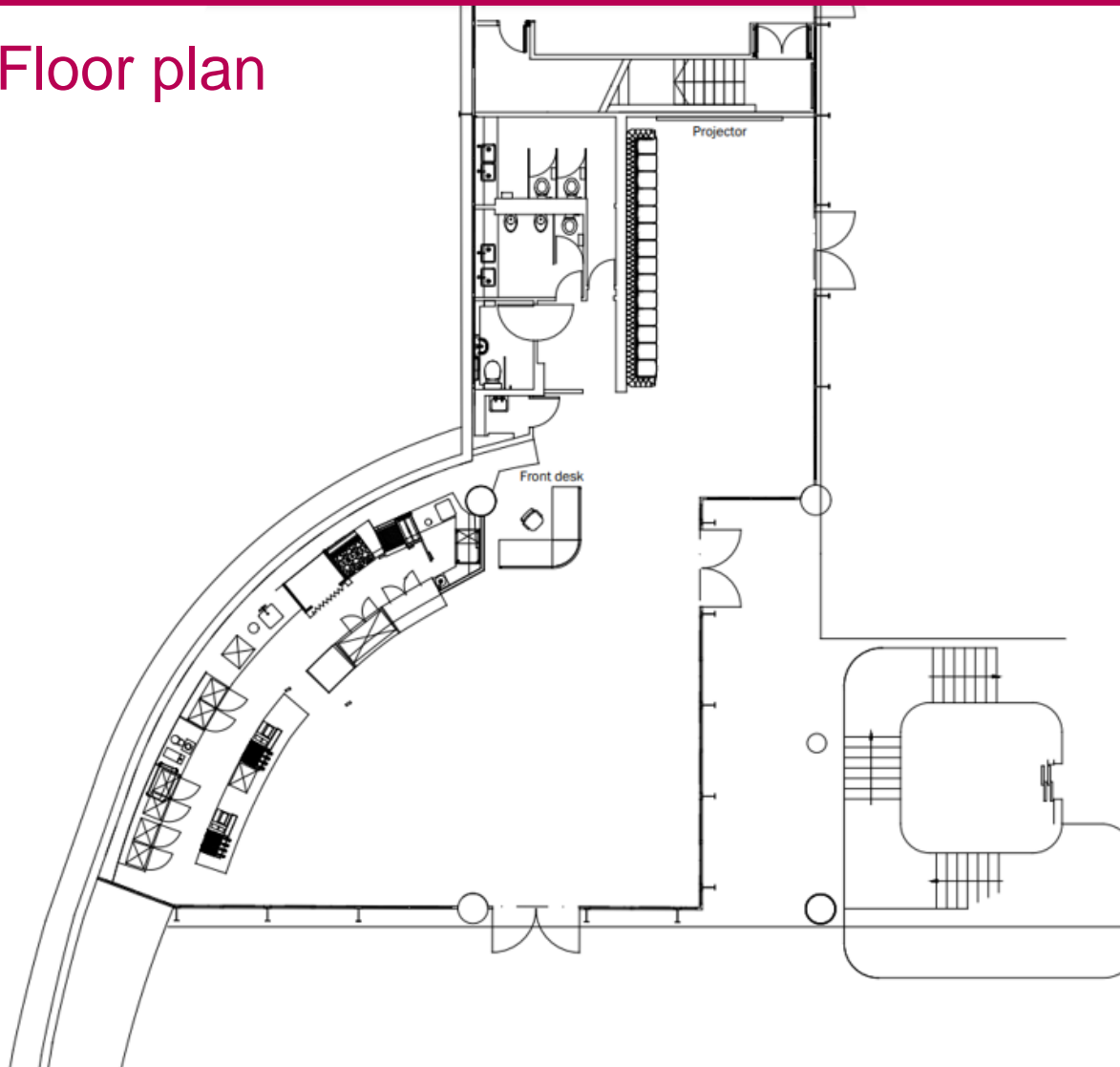
### Capacity

---

|                  |            |
|------------------|------------|
| <b>Reception</b> | <b>200</b> |
| <b>Dinner</b>    | <b>130</b> |
| <b>Theatre</b>   | <b>72</b>  |
| <b>Cabaret</b>   | <b>54</b>  |
| <b>Boardroom</b> | <b>24</b>  |

# LONDON WALL BAR & KITCHEN

## Floor plan



### Additional information

- Wheelchair accessible
- Wi-Fi
- Air conditioning
- Natural daylight
- Projector
- 50" Plasma





## THE TERRACE ROOMS

With natural daylight and access to a private garden and terrace, the three stylish Terrace Rooms provide an ideal venue for a daytime meeting.

These facilities provide air conditioning, Wi-Fi and presentation equipment as standard and can be used together for larger events or as an event space in their own right.

Their private garden area offers a tranquil & peaceful setting for breaks or post-conference receptions.





## THE TERRACE GALLERY

The Terrace Gallery is a popular venue for day time meetings up to 100 delegates and has direct garden access.

A data projector, screen and PA system are offered for every meeting.

### Capacity

|                      |            |                           |            |
|----------------------|------------|---------------------------|------------|
| <b>Theatre style</b> | <b>100</b> | <b>Classroom</b>          | <b>30</b>  |
| <b>Cabaret</b>       | <b>81</b>  | <b>Standing Reception</b> | <b>150</b> |
| <b>Boardroom</b>     | <b>30</b>  | <b>Terrace spaces</b>     |            |
| <b>U-shape</b>       | <b>30</b>  | with exclusive use        |            |
| <b>Horseshoe</b>     | <b>50</b>  | of the Terrace garden     | <b>250</b> |



## THE GARDEN ROOM

The Garden Room has a capacity up to 70 delegates.

It can be used as a breakout room for the Terrace Gallery, a separate catering area or as a meeting room in its own right.

### Capacity

---

|                      |           |                           |            |
|----------------------|-----------|---------------------------|------------|
| <b>Theatre style</b> | <b>70</b> | <b>Classroom</b>          | <b>30</b>  |
| <b>Cabaret</b>       | <b>54</b> | <b>Standing Reception</b> | <b>100</b> |
| <b>Boardroom</b>     | <b>30</b> | <b>Terrace spaces</b>     |            |
| <b>U-shape</b>       | <b>30</b> | with exclusive use        |            |
| <b>Horseshoe</b>     | <b>30</b> | of the Terrace garden     | <b>250</b> |



## THE TERRACE BOARDROOM

The Terrace Boardroom is an exclusive room boasting a stylish archaeological display.

Perfect for intimate meetings, it also has a built-in plasma screen which can be linked to a laptop for presentations.

### Capacity

---

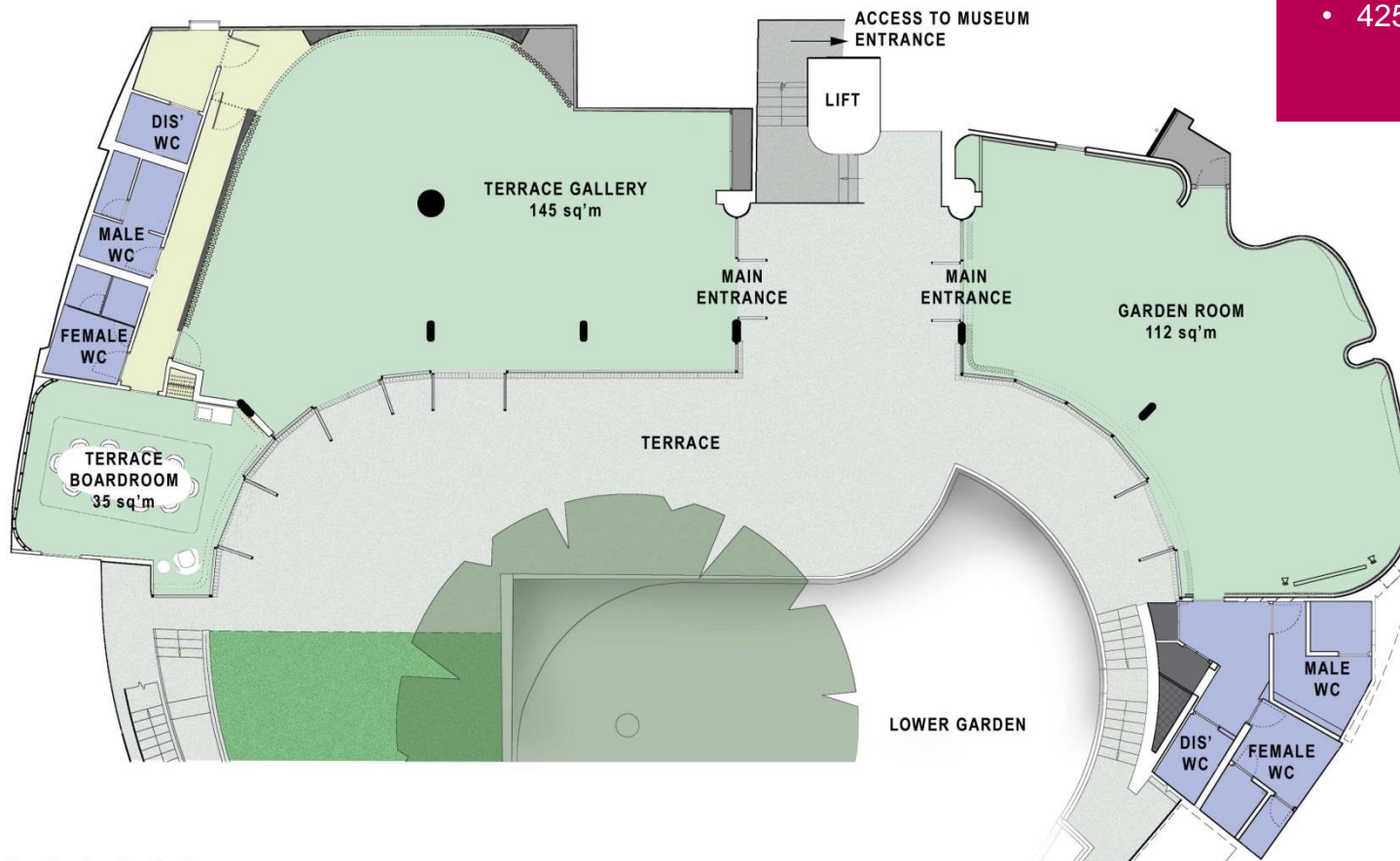
**Boardroom**

**12**

# TERRACE ROOMS

## Floor plan

### TERRACE & ROTUNDA GARDEN



TOTAL INDOOR AREA 292 sqm

#### Additional information

- Wheelchair accessible
- Wi-Fi
- Air conditioning
- Natural daylight
- Projector & screen
- 425 sqm



## THE WESTON THEATRE

The Weston Theatre is a purpose built lecture theatre providing a high spec venue for presentations and conferences.

It is fully equipped with PA, data projector, screen, lectern and an in-house technician. The theatre also offers full blackout facilities, air conditioning, Wi-Fi and wheelchair access.

### Capacity

---

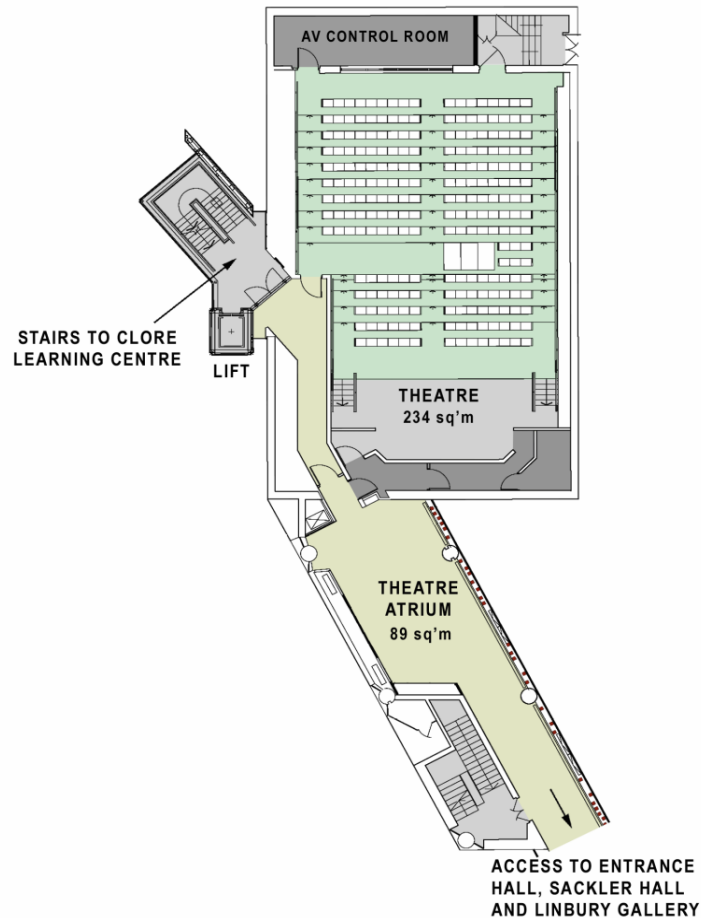
**Theatre**      **230**

**with additional space for  
wheelchairs**

# WESTON THEATRE

## Floor plan

### WESTON THEATRE LOWER LEVEL 1



### Additional information

- Wheelchair accessible
- Wi-Fi
- Air conditioning
- PA system and lectern
- Projector & screen
- In-house technician
- 323 sqm

TOTAL AVAILABLE AREA 323 sqm



# THE CLORE CENTRE

The Clore Centre incorporates one main activity space which can be split into 3 sections, in addition to a seminar room and studio.

It can also be used as a registration, exhibition and catering space for the Weston Theatre.

## Capacity

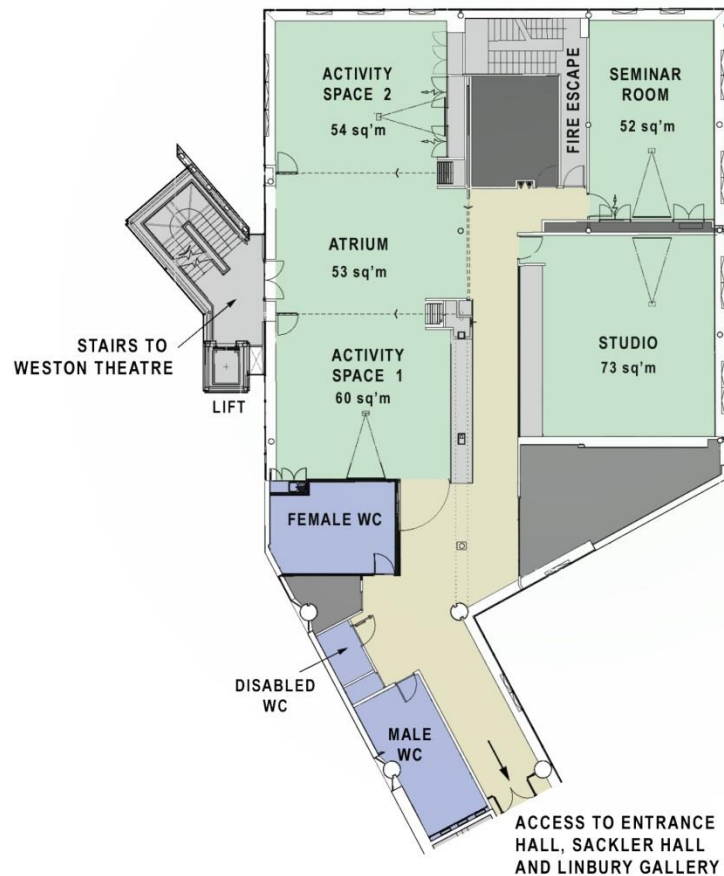
| Activity Space 1&2 |     | Seminar Room  |    | Studio        |    |
|--------------------|-----|---------------|----|---------------|----|
| Theatre style      | 100 | Theatre style | 50 | Theatre style | 50 |
| Cabaret            | 75  | Cabaret       | 25 | Cabaret       | 25 |
| Boardroom          | 40  | Boardroom     | 20 | Boardroom     | 20 |
| U-shape            | 30  | U-shape       | 21 | U-shape       | 21 |
| Horseshoe          | 30  | Horseshoe     | 21 | Horseshoe     | 21 |
| Classroom          | 40  | Classroom     | 20 | Classroom     | 20 |
| Reception          | 200 | Reception     | 60 | Reception     | 60 |



# CLORE CENTRE

## Floor plan

### CLORE CENTRE UPPER LEVEL 1



0m 1 2 3 4 5

TOTAL AREA 292 sqm

#### Additional information

- Wheelchair accessible
- Wi-Fi
- Air conditioning
- Natural daylight
- Projector & screen
- 292 sqm



## PRICES

Combinations of rooms can be booked at a discounted rate.

Additional prices apply for catering and additional AV requirements.

All prices are subject to the addition of VAT at the standard rate.

Prices subject to alteration, please ask for a full quote.

### Daytime Hire 9am – 5pm

Possibility to extend the hours with an additional hire fee

---

|  |               |
|--|---------------|
| <b>Entrance Hall and London Ellipse Hall</b> | <b>£7,000</b> |
| <b>London Wall Bar and Kitchen</b>           | <b>£2,200</b> |
| <b>Terrace Gallery</b>                       | <b>£1,700</b> |
| <b>Garden Room</b>                           | <b>£1,200</b> |
| <b>Terrace Boardroom</b>                     | <b>£580</b>   |
| <b>Weston Theatre</b>                        | <b>£3,400</b> |
| <b>Clore Learning Centre</b>                 | <b>£2,300</b> |
| <b>Activity Space 1&amp;2</b>                | <b>£1,160</b> |



## DAY DELEGATE RATE

We have Day Delegate Rate packages available to suit your needs, with options to upgrade.

All prices are subject to minimum numbers and the addition of VAT at the standard rate.

We can provide:

- Venue hire from 9am-5pm
- Tea, coffee and biscuits on arrival
- Mid-morning tea, coffee and biscuits
- Lunch
- Afternoon tea and coffee
- Water
- 1 x flipchart and pens
- Notepad and pencil for each delegate
- Event management



## CATERING OPTIONS

Our in house caterer, Bovingdons offers a range of delicious options, from working sandwich lunches to hot fork buffets, breakfast menus to themed breaks.

Bovingdons can design a bespoke menu for your delegates. Special dietary requirements can be catered for.

The coffee is Fairtrade and the milk is organic.

At Museum of London we will be able to provide the most suitable catering option for your event.

Minimum spend required of £1,000.00 + VAT



## WHY CHOOSE THE MUSEUM OF LONDON?



- Dedicated events team, including full AV support
- Unique, diverse and flexible event spaces, competitively priced
- After your day event stay with us and hold your private reception
- The Museum of London is a not-for-profit organisation. All monies raised from events hosted at the museum are used to preserve the artefacts and the history of London for generations to come and to fund our learning programme.
- Fully accessible spaces, including garden areas
- Green venue – green roof initiative & rainwater recycling programme. We also carefully vet our caterers & suppliers
- Easily accessible by public transport
- You'll be in good company – our customers love to come back to us!



## CONTACT

**Museum of London**

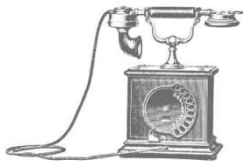
150 London Wall

London EC2Y 5HN

[venuehire@museumoflondon.org.uk](mailto:venuehire@museumoflondon.org.uk)

[www.museumoflondon.org.uk](http://www.museumoflondon.org.uk)

020 7814 5789



**Nearest stations:**

Barbican

St Paul's

Moorgate

Mansion House