

Vauxhall City Farm has two spacious rooms available for hire adjacent to our Old Dairy Café. Rooms can be hired seven days a week (*please call to confirm availability prior to completing your booking form*). Room hire is subject to a minimum hire fee of three hours at the applicable rate(s) (see below).

## The Rooms:

**The Front Room** is light and airy with full length windows overlooking our café terrace and duck pond and is suitable for all types of meetings, functions and events. The front room has a seating capacity of 48 Theatre style or 34 Boardroom style.

**The Rear Room** is smaller and overlooks St Oswald's Place and residential properties to the rear of the farm. Please be aware; this room is often used as a teaching space so may be less suitable for more formal events. The rear room has a seating capacity of 30 Theatre style and 24 Boardroom style.

Hourly Hire <i>(*minimum room hire fee equivalent to 3 hours hire applies)</i>	09:00 ~ 17:00 Monday ~ Friday	09:00 ~ 17:00 Saturday/Sunday	Before 09:00 & after 17:00 <i>(*call for availability)</i> Monday ~ Sunday
Front Room Hire*	£65 per hour	£95 per hour	£105 per hour
Rear Room Hire*	£40 per hour	£60 per hour	£70 per hour
Flipchart Hire (paper & pens included)	£6+VAT per booking		
Projector Hire	£14+VAT per booking		
PA & Microphone Hire	£17+VAT per booking		

**Please note:** A £110 deposit is required to secure your booking. We must receive full requirements & payment in full no later than 14 days before your booking. Cancellations made any less than 2 weeks before the booking will be charged at 75% of the total cost of the booking. Access to your room is only for the period of the booking so please ensure you allow appropriate set up/break down time when booking.

**Additional Services:** We can also provide catering, refreshments and a great range of Corporate Activity sessions hosted for you by a member of the team at additional cost; please ask for details.

**Equipment Hire:** Flip charts, PA/Microphone and projector can all be provided at additional cost.

**Charity Rates:** We are pleased to offer schools and charities a discounted rate of 20% off all room hire rates. (Please note we are unable to offer discounted rates for equipment, refreshments and catering).

*You are welcome to view the rooms prior to booking; to arrange this or for more information and/or to discuss your specific requirements please contact our Hospitality Team by phone on 020 7582 4204 or by email to [theolddairy@vauxhallcityfarm.org](mailto:theolddairy@vauxhallcityfarm.org)*



Vauxhall City Farm

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Registered Charity Number: 281512

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