

Space Hire



Anson Room



Chapel



Mulberry Hall



Gallery Cafe



Canvas



Create Place



Tramshed



Cabin

Ask us about:

- Catering
- Audio & visual equipment
- Flip charts
- Regular hires

Anson Room



Multipurpose space perfect for away days and meetings

Available: Weekdays 9am - 5pm (not available at weekends)

Accommodates: 25 Theatre style, 20 Seated reception, 40 Standing reception

Facilities: Wi-Fi, tables and chairs

Room specific add on:

60" smart touchscreen TV (+£20)

60" smart touchscreen TV with wide-angle video conferencing camera and speaker (+£35)

Rates:

Charity and CIC: £25/hour | **Standard:** £35/hour

Please note

- The Anson Room is accessed via stairs.
- All bookings must be a minimum of 4 hours.

Chapel



Multipurpose space perfect for meetings and musical events

Available: Monday – Saturday: 9am – 9pm, Sundays: 10am – 6pm

Accommodates: 30 Theatre style, 18 Seated reception, 45 Standing reception

Facilities: Piano, tables & chairs, Wi-Fi dongle (+ £3)

Weekday Rates:

Charity and CIC: £15/hour | Standard: £20/hour

Evening and Weekend Rates:

Charity and CIC: £20/hour | Standard: £25/hour

Please note

- The interior of the Chapel is not step-free, but there is an area for accessible seating at the rear, upper (ground floor) level, between the pews (top right photo).
- All bookings must be a minimum of 4 hours.
- If you require Wi-Fi, please hire the Wi-Fi dongle.
- There are no toilet facilities in the Chapel, but these facilities can be made available to you in adjacent SMH buildings.

Mulberry Hall



**Larger, fully accessible, multipurpose space
ideal for a range of events**

Available:

Weekdays: 5 – 9pm, Saturdays: 9am – 9pm, Sundays: 10am – 6pm

Accommodates: 60 Theatre style, 60 Seated reception, 80 Standing reception

Facilities: Tables, chairs, accessible toilets, Wi-Fi dongle (+ £3)

Rates:

Charity and CIC: £35/hour | **Standard:** £55/hour

Please note

- All bookings must be a minimum of 4 hours.
- If you require Wi-Fi, please hire the Wi-Fi dongle.
- Furniture needs to be returned to the default layout at the end of your hire.

Gallery Café



**A great venue to have a party, supper club,
intimate live music and more!**

Availability provided upon request

Accommodates: 50 people

Facilities:

- Wi-Fi
- Sound System
- 50 m² Floor space
- 9 m² Stage
- 2 toilet facilities

Rates: £75ph (including a member of staff on site)

Please note

- No external non-vegan food can be brought on to the premises.
- Access to the kitchen and garden have specific requirements to be eligible for use, and are an additional cost to the hire rate. Please discuss this with a member of the team during the booking process.

Canvas



A small studio, ideal for yoga, dance classes and theatre rehearsals

Availability: Monday – Saturday: 9am – 9pm, Sunday: 9am – 6pm

Accommodates: 12 seated, 8 yoga mats

Facilities:

- WI-FI
- Space: 4.36 x 5.23 metres
- Dance studio style mirrors
- Access to x2 tables, x12 chairs, yoga mats, bolsters and blankets
- A small changing area, toilet & shower (accessed via steps)
- A small outside yard for a social/breakout space (accessed via steps)

Weekday Rates:

Charity and CIC: £15/hour | Standard: £20/hour

Weekend and Evening Rates:

Charity and CIC: £20/hour | Standard: £25/hour

Create Place



A workshop for creative wellbeing activities

Availability: Monday – Sunday 9am – 9pm

Accommodates: 12 seated

Facilities:

- WI-FI Internet
- Kitchen facility
- Shower & toilet facility (accessed via one step)
- Outside Space
- Wheelchair Accessible (main space, not shower & toilet facility)
- Surplus of crafting supplies

Weekday Rates:

Charity and CIC: £15/hour | Standard: £25/hour

Weekend and Evening Rates:

Charity and CIC: £20/hour | Standard: £30/hour

Tramshed



A Large multipurpose space perfect for community and social events

Available: Weekdays 9am – 5pm

Accommodates : 80 Theatre style, 60 Seated reception, 100 Standing reception

Facilities:

- Main hall size: 8 x 17 metres
- Kitchen access
- WiFi
- Step free access

Rates: £25/hour

Please note

- All bookings must be a minimum of 4 hours.
- The Tramshed is located a 7 minute walk from St. Margaret's House, on Digby Street, E2 0LS.

Cabin



Multipurpose space perfect for meetings, workshops and training

Available: Weekdays 5 – 9pm, Saturdays: 9am – 9pm, Sundays: 10am – 6pm

Accommodates: 20 seated

Facilities:

- Step-free access route available via ramp*
- Kitchen access (kettle & sink)
- Toilet facilities
- Wi-Fi via dongle (+£3)

Weekend and Evening Rates:

Charity and CIC: £20/hour | Standard: £25/hour

Please note

- All bookings must be a minimum of 2 hours.
- If you require Wi-Fi, please hire the Wi-Fi dongle.
- *For step-free route, please speak to staff during booking process.

Room Hire Add-ons

From equipment to food, we'll ensure you
have everything you need for your event

Equipment (Per Day)

Microphone and Speakers	£20
Flipchart and Paper	£6
Wi-Fi dongle (for use in the Chapel, Cabin, or Mulberry Hall)	£3
Projector and screen	£20
60" Smart Touch Screen (Anson Room only)	£20
60" Smart Touch Screen with wide-angle video conferencing camera and speaker (Anson Room only)	£35

Catering

Drinks Only	£8pp
Breakfast with drinks	£17pp
Lunch with drinks	£17pp
Breakfast and Lunch with drinks	£24pp

Vegan Menu

Drinks: Teas, Filter Coffee, Water and Juice

Breakfast: Butter Croissants and Pain-au-chocolat

Lunch: Based on the special of the day (pasta / soup / salad)

FAQs

Here are some things you may need to know before your hire:

- **Can I come early to set up?**
 - No, the time you book your space for needs to include your set up time and clear away time.
- **Do I need to pay a deposit?**
 - No, bookings must be paid in full before your event date
- **What hire rate am I eligible for?**
 - **Charity/Community rate:** You must be a registered charity or CIC company or your event is a free arts or wellbeing event aimed at the local community.
 - **Standard rate:** For Individuals, private events, ticketed events
- **Can I bring my own food and drinks?**
 - You can bring your own food but no alcohol is permitted unless catered for by St Margaret's House. Only vegan food is permitted when hiring the Gallery Cafe.
- **Can I book on the day I want to use the space?**
 - No, we only process bookings within our office hours of 9am-5pm Monday to Friday and need a minimum of 24 hours to process the invoice, induct new users into the space and receive payment for the booking.

Contact us:

roombookings@stmargarethouse.org.uk

020 8980 2092, option 2 (Mon-Fri, 9-5pm)