

Great Hall

Day rate (12 hours)
 Additional Hours

£3500 + VAT (£4200)
 £320 + VAT (£384)

Recital Room

Day rate (12 hours)
 Additional Hours

£2750 + VAT (£3300)
 £260 + VAT (£312)

A discounted rate is available for the hire of both rooms, and for multiple bookings.

Hire fee includes:

- Duty Manager for duration of hire period
- Duty Technician for duration of hire period
- Use of Blackheath Halls' chairs and trestle tables (*limited number available*)
- Artists' Dressing Rooms for the duration of hire period (*three for Great Hall; one for Recital Room*)
- Café Bar facilities

All hire and services rates are subject to an increase on Bank Holiday weekends
 Registered Charities and voluntary organisations may be eligible for reduced rates



Great Hall



Recital Room

Capacities and Dimensions

Both spaces have flexible seating, which can be configured in a variety of ways and this affects the final capacity. Therefore, the following figures are guidelines, based on a number of assumptions that should be discussed with reference to each specific event.

	<i>Great Hall</i>	<i>Recital Room</i>
Formal dining (<i>top table situated on stage</i>)	300	N/A
Formal dining (<i>top table situated on auditorium floor</i>)	280	90
Informal dining	500	150
Formal theatre seating	640	160
Standing	1000	250
Dimensions (<i>floor</i>)	75' x 54' (22.9m x 16.5m)	48' x 30' (14.6m x 9.1m)

Full technical specifications and floor plans are available on request.
 The capacity guidelines must include all guests and staff.

For further information or to arrange a site visit please email hires@blackheathhalls.com
 or call 020 8318 9758

Blackheath Halls, 23 Lee Road, London SE3 9RQ

www.blackheathhalls.com

Catering

We do not provide catering. However, you may bring in your own caterers, who may use our kitchen, subject to agreement in advance. Please note your caterers must have relevant hygiene certification and be fully conversant with health and safety legislation. Subject to prior discussion, we may be able to provide tea and coffee on arrival.

Drinks

Blackheath Halls can supply all your champagne, wine, spirits, beer, soft drinks and water. A wine list is available and wine tastings can be arranged with our Bar Manager. It is possible to supply your own wine and champagne; however, there is a corkage charge of £6.00 + VAT (£7.20) per bottle for wine and £8.00 + VAT (£9.60) per bottle for champagne. You may not supply your own spirits, beer, soft drinks or water; these items have to be provided through our licensed bar. Use of the Café Bar is included in the hire; depending on space restrictions we may be able to provide a mobile bar within your function room.

Furniture

Chairs and a limited number of trestle tables are included in the hire. We do not have round tables: these must be hired in – either by Blackheath Halls (and the cost recharged), by yourselves or by your caterer, who may be able to offer you a competitive price to include tables, table linen, glassware, crockery and cutlery (which we do not supply). For information, 5' round tables seat 10 people and 6' round tables seat 12 people.



Transport and Car Parking

There is a small private car park at the rear of the Halls with six spaces available for use by the hirer. There are no facilities for guest parking at Blackheath Halls; the nearest car park is the one adjacent to Blackheath railway station, which is three minutes' walk away from the venue. Please note that parking is not permitted on Blackheath Park, the private road adjacent to the venue; cars parked there will be clamped and Blackheath Halls accepts no responsibility for this.

Deliveries and Load-in

Unless otherwise agreed, all deliveries must take place within the agreed hire period. Unfortunately, Blackheath Halls does not have storage facilities available.

Other Services

Table, crockery and glassware hire	cost by arrangement	
Corkage (wine)	£6.00 + VAT (£7.20)	per bottle
Corkage (champagne)	£8.00 + VAT (£9.60)	per bottle
Piano hire	£125.00 + VAT (£150)	
Piano tuning	£65.00 + VAT (78)	
Technical equipment (PA, microphones, etc)	cost by arrangement	
Recording / Filming facilities fee	cost by arrangement	



Optional Additional Staff Charges

Sound Engineer	£200.00 + VAT (£240)	per twelve hour call
Stage Manager	£200.00 + VAT (£240)	per twelve hour call
Crew	£70.00 + VAT (£84)	per four hour cal per person
Ushers and Cloakroom staff	£9.00 + VAT (£10.80)	per hour per person
Catering and Serving staff	cost by arrangement	
Security staff	cost by arrangement	

And finally – a little bit of History ...

Blackheath Halls, south east London's premier music venue, opened its doors in 1895: funded by local people to satisfy the need for a space that could accommodate large-scale concerts and meetings, it is thought to be the earliest surviving purpose-built concert hall in London and is Grade II listed.

The Halls has had a rich and varied past: during World War I it was commandeered by the Royal Army Pay Corps and reopened for public concerts in 1921. It was commandeered again in 1940 by the Ministry of Works during World War II, and from the 1950s it was used as DHSS offices. Following extensive restoration in the late 1970s and early 1980s, the Halls reopened as a concert venue in 1985, operating as a charitable trust to pursue the ethos of its Victorian founders.

In its early years, the Halls played host to many renowned early 20th century composers and artists such as Sir Edward Elgar, Percy Grainger, Dame Clara Butt, Fritz Kreisler and Myra Hess. Since reopening in 1985, the Halls has welcomed a range of artists from almost every musical genre – Jamie Cullum, The Breeders, Sir Simon Rattle, Nitin Sawhney, Paco Peña, The Tiger Lillies, Nikolai Demidenko, Kate Rusby and The Ukulele Orchestra of Great Britain – to name but a few.