

Weekend event hire general information

Hire rates & fees:

Boiler House

Hourly rate: £25.00 per hour

In addition

Admin fee:

£15.00

Damage and contract deposit:

£75.00

(This will usually be returned within 7 days of the hire as long as there is no damage and the contract is adhered to)

Booking deposit:

£35.00

(This will be deducted from your balance and is to secure the booking. This is non-refundable if you cancel the booking)

Hire times:

Boiler House

Saturday 12:00 - 21:00

Sunday 12:00 - 19:00

Northwold

Saturday 12:00 - 22:00

Sunday 12:00 - 20:00

** We do not hire out the space or grant access before 12:00 as we have classes on in the mornings**

Locations:

The Boiler House Community Space,
George Downing Estate, Cazenove Road,
London, N16 6BE

Northwold Community Centre,
131 Upper Clapton Rd,
London, E5 9SA

Tables and chairs:

Boiler House:

7 long tables 6 x 2 feet

4 round tables

30 chairs

Northwold:

10 long tables 6 x 2 feet

50 chairs

Hall dimensions:

Boiler House: 32 x 26 feet

Northwold: 40 x 28 feet

How to book:

Website: <https://boilerhousespaces.com/spaces/>

Email: info@boilerhousespaces.com

Additional notes:

- We do not private hire on weekdays.
- We cannot extend our booking times.
- We do not provide keys, on the day of the booking one of our key holders will meet you at the venue at the start time of the booking. They will let you in and go over the contract with you and ask you to sign it. The key holder will be available on the day for emergencies and will arrive 15 minutes before the end of the booking to lock up. We will provide contact details a few days before your hire.
- We do not provide a cleaning service, you will be expected to clean up and leave the hall as you found it within your booking time.
- We cannot let you in before your hire to decorate.
- If you need to extend the booking contact: info@boilerhousespaces.com at least 48 hrs prior to your hire. You must have this confirmed by a member of staff.
- The end time of your booking we expect you to be packed up and ready to leave the venue.
- Maximum capacity 50 people.
- The hirer **must** be at the hall when opening up to sign the contract and at the end of the hire for locking up.
- We do not manage the outside spaces; therefore, we expect your party to be held inside the building and avoid gathering outside the premises.
- Do not leave the hall unattended at any time, if you finish early, you must call the key holder and see if it is convenient for them to attend to lock up.
- At the end of the hire please encourage your guests to not congregate outside the premises, keep noise to a minimum and move on quickly. Please respect our neighbours.
- No DJ's or sound systems at The Boiler House Community Centre, you must use the speaker on site.
- No bouncy castles at The Boiler House Community Centre.
- Each site has a kitchen equipped with fridge, cooker/oven, microwave and kettle.

Updated Jan 2023