

Catering

Gloucester Guildhall has a café/bar on the premises, which is available for use by any of your delegates.



Catering for your meeting

Catering is available at additional cost – we can cater for anything from teas & coffees and buffets to three-course meals (dependent on numbers).

For full details, options and prices, please contact our catering department on 01452 396378. guildhall.catering@gloucester.gov.uk

Venue hire

Details contained in this leaflet are for standard meeting and conference trade only.

Gloucester Guildhall is also available for evening and event hire.

Private Hire: Wedding receptions, birthday parties, anniversaries, wakes, private film showings and much more. Our staff can advise you on what we can offer and the associated cost. Please contact us for details, hireofguildhall@gloucester.gov.uk

Promoters: We deal with many local, regional and national promoters who hire our venue complete with sound, light, box office, security and technicians. Please contact us for further details, booking@gloucester.gov.uk

Conference/Venue Hire: 01452 396372
hireofguildhall@gloucester.gov.uk
Fax: 01452 305812

Catering: 01452 396378
guildhall.catering@gloucester.gov.uk
Fax: 01452 305812

Box Office: 01452 503050

Getting here

Driving: From out of town follow signs for city centre & Railway Station. From the station, follow signs for King's Walk multi-storey.

Parking is available in King's Walk – park on main top deck and we have an entrance that opens onto it.

Trade entrance: Turn right at entrance to car park and go down the ramp, rear entrance on left.

Walking: We are on the pedestrianised Eastgate Street, located between C&G Building Society and BHS, opposite Eastgate Market.



If you would like a large print version of this leaflet, please contact us.

Gloucester Guildhall
23 Eastgate Street
Gloucester GL1 1NS

www.gloucester.gov.uk/guildhall

gloucester
guildhall
the county's liveliest venue

**Conference & Meeting Room
Corporate Hire – 2009**



GLOUCESTER
CITY COUNCIL

Conference & Meeting Room

Corporate Hire – 2009

Meetings & Conferences

With a number of rooms (capacities up to 250 seated) available for hire throughout the day and evening, we are able to cater for a wide range of meetings and conferences. A fabulous historic environment, supplemented with modern technology and in-house catering makes us an ideal venue for all your business needs.

Packages

Standard: Basic room hire with standard table and chair layout.

Premium: Serviced room, laid out to your requirements with the use of any of the following equipment:

Data projector, video projector, DVD player, laptop, slide projector, video player, TV, screen, CD player, cassette player, minidisk player, recording facilities, flipcharts, white boards, lectern, WiFi access, water and glasses – all set up ready for your arrival.

We can also offer a **Premium Plus** package with staff support, technicians, full PA and other similar services. Prices on application.

Services available at extra cost

Photocopying, laminating, fax, phone and catering.

Rooms can be booked in blocks of one hour, please ensure that you allow ample time for set-up and breakdown in your booking.

Available Rooms

All room sizes are approximate. Capacities are maximum.

Theatre

Size – 15.4m x 12m



Capacities

Standing: 400
Full Seated: 250 (part-raked)
Very versatile area that can be set to your needs. Full stage and cinema-style screen available.

Prices

	First Hour	Subsequent Hours
Standard	£30	£22.50
Premium	£60	£30

Cinema

Size – 9.2m x 10.5m



Capacities

Standing 150
Seated 120
Lecture/theatre style 120
Boardroom 50
Cabaret/classroom 80

Very versatile area that can be set to your needs. Small stage and cinema screen available.

Prices

	First Hour	Subsequent Hours
Standard	£20	£15
Premium	£40	£20

Bluecoat Room

Size – 5.6m x 8.8m



Capacities

Seated 40
Lecture/theatre style 40
Boardroom 30
Cabaret/classroom 30
Other set-up styles available.

Prices

	First Hour	Subsequent Hours
Standard	£15	£10
Premium	£25	£10

George Hunt Room

Size – 5.6m x 4.3m



Capacities

Lecture/theatre style 25
Boardroom 16
Cabaret/classroom 16
Other set-up styles available.

Prices

	First Hour	Subsequent Hours
Standard	£10	£8
Premium	£15	£10

Studio

Size – 9.0m x 5.13m



Capacities

Seated 40
Lecture/theatre style 40
Boardroom 30
Cabaret/classroom 25
Other set-up styles available.

Prices

	First Hour	Subsequent Hours
Standard	£15	£10
Premium	£25	£10

Henley Room

L-shape room with round, boardroom-style table



Capacity

Boardroom 8

Prices

	First Hour	Subsequent Hours
Standard	£10	£8
Premium	£15	£10

Trier Room*

Size – 3.3m x 2.9m



Capacities

Seated 8
Boardroom 8

Prices

	First Hour	Subsequent Hours
Standard	£8	£6
Premium	£12	£8

Potter Room*

Size – 4m x 8.2m

Capacity Seated 20

Other set-up styles available.

Prices

	First Hour	Subsequent Hours
Standard	£10	£8
Premium	£15	£10



Accessibility for Guildhall facilities

*Potter & Trier rooms – access via stairs only, unsuitable for people with mobility difficulties.