

TERRACE PAVILION

Rates valid from 30 March 2026

	Period of hire ¹	Capacity ² minimum / maximum	Room hire ³		Minimum catering spend ⁴	Mandatory service charge ⁵
			Full tariff	UK Registered Charity tariff		
Standing breakfast	8:00 AM – 11:00 AM	140 / 200	£4,000	£2,400	£3,080	+ 12.5%
Afternoon reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 12:00 PM – 5:00 PM ⁶	140 / 200	£4,000	£2,400	£4,340	+ 12.5%
Standing afternoon tea	<i>4 hrs between</i> 12:00 PM – 5:00 PM ⁶	140 / 200	£4,000	£2,400	£3,920	+ 12.5%
Evening reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM ⁶	160 / 200	£4,000	£2,400	£4,960	+ 12.5%
On Mondays, Thursday and Fridays and other days during parliamentary recesses						
All-day conference ⁷	<i>8 hrs between</i> 8:00 AM – 5:00 PM	100/100	£8,000	£4,800	£7,000	+ 12.5%

1. Period of hire is the total time you have access to the room, to include any set up and breakdown requirements | 2. recommended minimum/contracted maximum | 3. inclusive of VAT | 4. calculated based on recommended minimum capacity, inclusive of VAT – regardless of any eligible discount and excluding service charge | 5. payable on all food and beverage spend | 6. 5-hour period of hire available for additional fee | 7. Sponsor must be in attendance for the entire duration of the booking | NB. weekend labour supplement applied to events commencing from 3:00 PM on Fridays and all-day Saturday