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# LEVEL 5 FUNCTION ROOM

Level 5 Function Room is the largest private reception space at Southbank Centre. It is well suited to meetings and conference-style events and to dinners and standing receptions. The room has floor-to-ceiling windows offering great views over the London Eye, Big Ben and the Houses of Parliament.

[southbankcentre.co.uk/venuehire](https://southbankcentre.co.uk/venuehire)

# SOUTHBANK CENTRE



Supported using public funding by  
**ARTS COUNCIL  
ENGLAND**

## CAPACITIES

Standing reception: 250

Theatre: 160

Seated dinner: 160

Cabaret: 100

Classroom: 40

Boardroom: 50

## DIMENSIONS

29m x 9.5m

## TECHNICAL INFORMATION

The room comes equipped with an integrated PA system which supports one cabled microphone and a plug-and-play system for background music. Uplighters in a choice of colours are also included in the room hire.

Southbank Centre has a range of AV equipment available to hire, including PA systems, radio microphones and LCD screens. For presentations, LCD screens are recommended over projectors and screens as this enables multiple layout options and eliminates the need to block out the view.

Public open wifi is available in this space. Dedicated wifi can be supplied at an additional charge.

## FURNITURE

In-house furniture available subject to availability.

## AIR CONDITIONED

Yes

## ACCESS

Guests can access the room via a number of lifts and the room is wheelchair accessible.



## ADDITIONAL/ASSOCIATED SPACES

If Level 5 Function Room is hired when there is no performance taking place in the auditorium, the foyer areas outside the room can be roped off for use by your guests. Also the adjoining Hong Kong Room and Royal Retiring Room can be used as a cloakroom, storage space etc. Use of these spaces (when available) is included in the hire fee.

This room has its own dedicated food preparation area for use by your chosen caterer, who will supply all equipment required.

## TOILETS

The nearest toilets are located off the foyer outside the room. The men's toilets are accessed via a small number of steps or a small platform lift.

## LICENCE

Level 5 Function Room is licensed for marriages and civil-partnership ceremonies.

The Royal Festival Hall building is licenced for events until 2am, at additional cost. Please speak to the events team for more information.

## COST

Half day: £2,000 (8am – 12.30pm or 12.30pm – 5pm)

Day: £3,000 (8am – 5pm)

Evening: £3,000 (5pm – 11pm)

All prices quoted exclude VAT

If you have any questions please do not hesitate to contact the Events team

**EVENTS@SOUTHBANKCENTRE.CO.UK**

**020 7921 0702**

