

2025
Venue Hire Rates



25 Red Lion Square • London • WC1R 4RL
conwayhall.org.uk



Max. capacity

400 pax

•

Weekday

Day • 09.00 - 17.00

£2,800

Eve • 18.00 - 23.00

£2,600

Full Day • 09.00 - 23.00

£4,700

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£3,000

Eve • 18.00 - 23.00

£2,800

Full Day • 09.00 - 23.00

£5,200

MAIN HALL



AUDIO & PROJECTION PACKAGE INCLUDED:

PERSONNEL: 1 x AV Technician (for up to 12 hours, including 2 hours of set-up / pack-down time)

EQUIPMENT: Conference PA System • Mixing Desk (16 in / 8 out)
2 x Lectern mics • 4 x Table mics • 3 x Handheld mics • 3 x Headset mics
Audio Recording • Venue Lighting • Projector and screen with 2 x HDMI inputs
Macbook & Windows laptops • Comfort monitor

Depending on the complexity of your event, additional set-up time and/or technicians may be required

ADD-ONS

Foldback Monitor • £75
Uplighters x 6 • £250
Uplighters x 12 • £400
Grand Piano • £400
Yamaha Piano • £150
Tub Chairs • £50 each
Poseur Tables • £30 each
Music stools • £25 each

ADD-ON MAIN HALL AV PACKAGES

At Conway Hall, we can provide a variety of AV solutions to suit your requirements.

Your chosen AV package includes and pre-event consultation and technical management. This covers phone calls, Zoom meetings and email conversations.

Site visits can be scheduled by arrangement and may incur additional costs.

If the standard packages, as listed here, are not appropriate for your event, please don't hesitate to contact us - our team can design a bespoke package for you.

Please note that bespoke packages or additional requests may incur additional management, personnel or equipment costs.



PACKAGE 1 • £900 **AUDIO, VIDEO & LIVESTREAMING/RECORDING**

PERSONNEL INCLUDED:

1 x AV Technician* • 1 x Livestream Engineer

EQUIPMENT INCLUDED:

Conference PA System
Mixing Desk (16 in / 8 out)
2 x Lectern mics • 4 x Table mics
3 x Handheld mics • 3 x Headset mics
Audio Recording
Venue Lighting
Projector and screen with 2 x HDMI inputs
4 x PTZ cameras
Comfort monitor
Livestream/Video recording server
Macbook & Windows laptops

Depending on the complexity of your event, additional set-up time and/or technicians may be required.

**Includes a shift of up to 12 hours (including 2 hours of set-up / pack-down time).*

PACKAGE 2 • £1,400 **HYBRID OR DIGITAL-ONLY EVENT**

PERSONNEL INCLUDED:

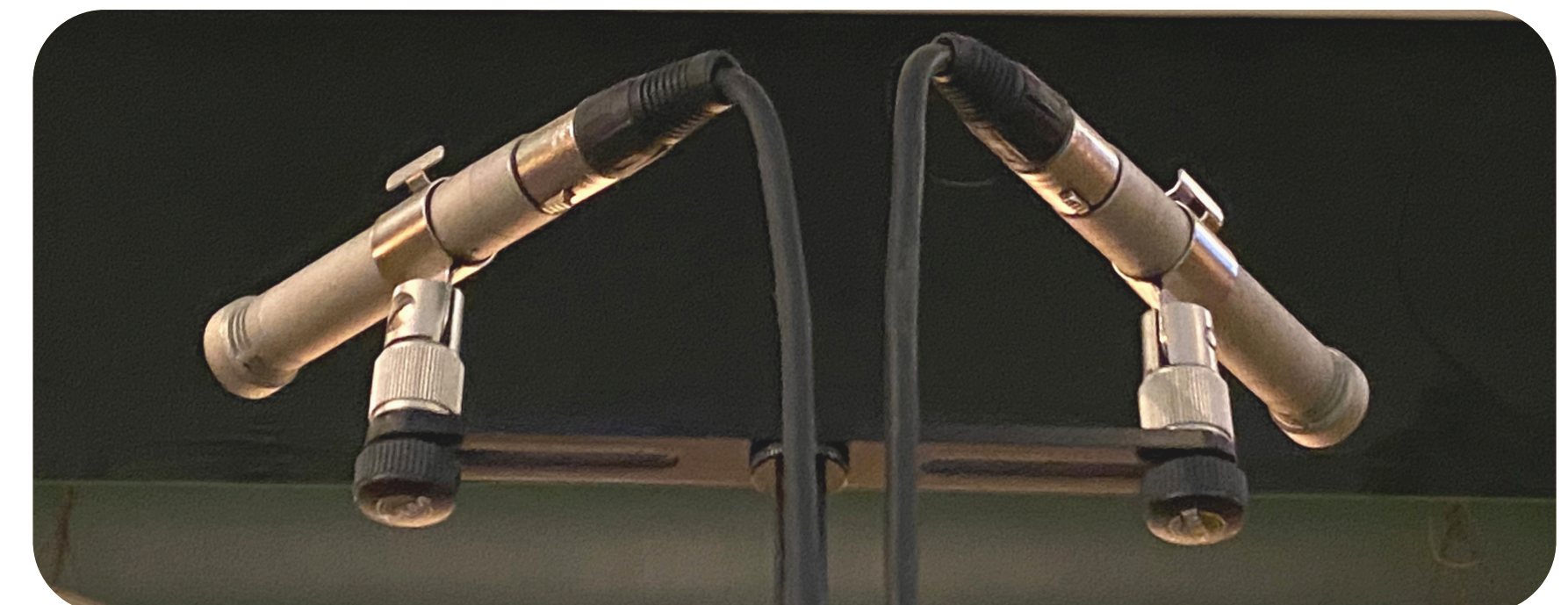
2 x AV Technicians* • 1 x Livestream Engineer

EQUIPMENT INCLUDED:

Conference PA System
Mixing Desk (16 in / 8 out)
2 x Lectern mics • 4 x Table mics
3 x Handheld mics • 3 x Headset mics
Audio Recording • Venue Lighting
Projector and screen with 2 x HDMI inputs
4 x PTZ cameras
Comfort monitor
Livestream/Video recording server
Hybrid event server
Macbook & Windows laptops

Depending on the complexity of your event, additional set-up time and/or technicians may be required.

**Includes a shift per technician of up to 12 hours (including 2 hours of set-up / pack-down time).*



BROCKWAY ROOM



Max. capacity

80 pax

•

Weekday

Day • 09.00 - 17.00

£700

Eve • 18.00 - 23.00

£600

Full Day • 09.00 - 23.00

£1,200

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£800

Eve • 18.00 - 23.00

£700

Full Day • 09.00 - 23.00

£1,400

INCLUDED IN THE ROOM HIRE:

65" Smart TV screen • Tables & Chairs • Wi-Fi • Water

ADD-ON TALKS PACKAGE • £200

INCLUDES: PA System • Rack-mounted mixer • 1 x Lectern mic

2 x Wireless Handheld mics • Mini-jack input for laptops • Set-up and Packdown

**This package is not suitable for live music events or concerts. If you will be performing live music, please contact us to have a bespoke package costed for you depending on your requirements.*

Our on site Technical Manager will gladly assist you in planning a suitable package for your event.

ADD-ONS

Uplighters x 6 • £250

Uplighters x 12 • £400

Yamaha Piano • £150

Tub Chairs • £50 each

Poseur Tables • £30 each

LIBRARY



Max. capacity

60 pax

•

Weekday

Day • 09.00 - 17.00

£700

Eve • 18.00 - 23.00

£600

Full Day • 09.00 - 23.00

£1,200

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£800

Eve • 18.00 - 23.00

£700

Full Day • 09.00 - 23.00

£1,400

INCLUDED IN THE ROOM HIRE:

65" Smart TV screen • Tables & Chairs • Wi-Fi

ADD-ON TALKS PACKAGE • £200

INCLUDES: Portable PA System • Mixing desk • 2 x SM58 microphones on stands
2 x Handheld mics • Set-up and Packdown

This is suitable for small meetings or conferences with talks and playback of video/audio. It is provided on a self-service basis. If you'd like a technician to operate the event for you, this can be provided at an additional cost of £350.

This package is not suitable for live music events or concerts. If you will be performing live music, please contact us to have a bespoke package costed for you depending on your requirements. Our on site Technical Manager will gladly assist you in planning a suitable package for your event.

ADD-ONS

Uplighters x 6 • £250

Uplighters x 12 • £400

Yamaha Piano • £150

Tub Chairs • £50 each

Poseur Tables • £30 each

Due to the nature of our historic building, this space is not currently accessible to wheelchair users or those with mobility issues that prevent them from using stairs.

BERTRAND RUSSELL ROOM



Max. capacity

35 pax

•

Weekday

Day • 09.00 - 17.00

£500

Eve • 18.00 - 23.00

£450

Full Day • 09.00 - 23.00

£900

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£600

Eve • 18.00 - 23.00

£550

Full Day • 09.00 - 23.00

£1,100

INCLUDED IN THE ROOM HIRE:

65" Smart TV screen • Tables & Chairs • Wi-Fi • Flipcharts & Pens • Self-service Teas & Coffees

ADD-ON TALKS PACKAGE • £200

INCLUDES: Portable PA System • Mixing desk • 2 x SM58 microphones on stands
2 x Handheld mics • Set-up and Packdown

This is suitable for small meetings or conferences with talks and playback of video/audio. It is provided on a self-service basis. If you'd like a technician to operate the event for you, this can be provided at an additional cost of £350.

This package is not suitable for live music events or concerts. If you will be performing live music, please contact us to have a bespoke package costed for you depending on your requirements. Our on site Technical Manager will gladly assist you in planning a suitable package for your event.

ADD-ONS

Uplighters x 6 • £250
Uplighters x 12 • £400
Yamaha Piano • £150
Tub Chairs • £50 each
Poseur Tables • £30 each

FLOWER ROOM

Max. capacity

12 pax

•

Weekday

Day • 09.00 - 17.00

£450

Eve • 18.00 - 23.00

£400

Full Day • 09.00 - 23.00

£800

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£500

Eve • 18.00 - 23.00

£450

Full Day • 09.00 - 23.00

£900



INCLUDED IN THE ROOM HIRE:

50" Smart TV screen

Tables & Chairs

Flipchart, Pens & Paper

Whiteboard

Self-service Teas, Coffees + access to the Kitchenette

Water

Wi-Fi

NOTE

Due to the nature of our historic building, this space is not currently accessible to wheelchair users or those with mobility issues that prevent them from using stairs.

FOX ROOM



Max. capacity

10 pax

•

Weekday

Day • 09.00 - 17.00

£350

Eve • 18.00 - 23.00

£300

Full Day • 09.00 - 23.00

£600

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£400

Eve • 18.00 - 23.00

£350

Full Day • 09.00 - 23.00

£700

INCLUDED IN THE ROOM HIRE:

50" Smart TV screen
Boardroom Table & Chairs
Flipchart, Pens & Paper
Self-service Teas & Coffees
Access to the Kitchenette
Water
Wi-Fi

NOTE

Due to the nature of our historic building, this space is not currently accessible to wheelchair users or those with mobility issues that prevent them from using stairs.

CONWAY SUITE

Max. capacity

22 pax

•

Weekday

Day • 09.00 - 17.00

£800

Eve • 18.00 - 23.00

£700

Full Day • 09.00 - 23.00

£1,400

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£1,200

Eve • 18.00 - 23.00

£800

Full Day • 09.00 - 23.00

£1,900



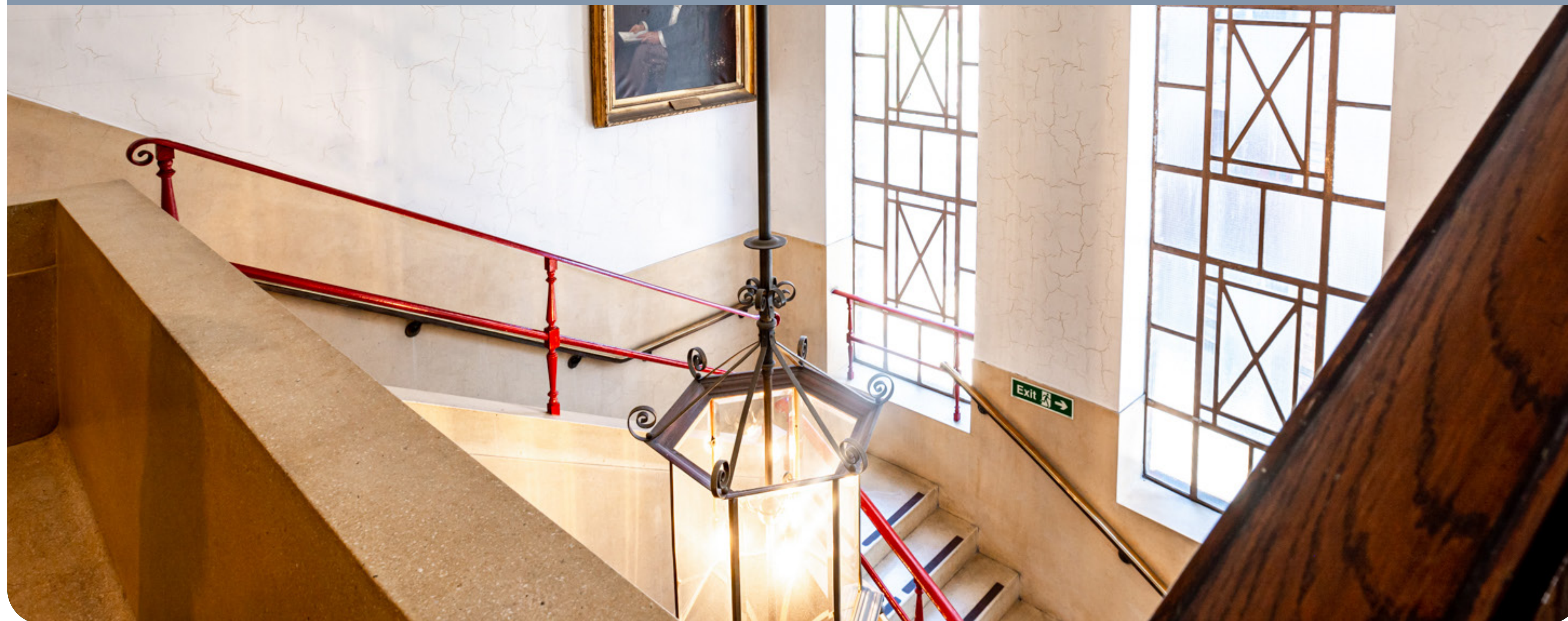
INCLUDED IN THE ROOM HIRE:

50" Smart TV screen x 2
Boardroom Table, Tables & Chairs
Flipchart, Pens & Paper
Self-service Teas & Coffees + Water
Access to the Kitchenette
Private Toilet
Wi-Fi

NOTE

Due to the nature of our historic building, this space is not currently accessible to wheelchair users or those with mobility issues that prevent them from using stairs.

WHOLE VENUE



Max. capacity

500 pax

•

Weekday

Day • 09.00 - 17.00

£6,500

Eve • 18.00 - 23.00

£6,000

Full Day • 09.00 - 23.00

£11,000

•

Weekend / Bank Holiday

Day • 09.00 - 17.00

£7,500

Eve • 18.00 - 23.00

£6,500

Full Day • 09.00 - 23.00

£12,000

Hiring the Whole Venue will give you and your guests exclusive use of Conway Hall.

USABLE AREAS INCLUDE:

Main Hall • Brockway Room • Bertrand Russell Room • Library
Conway Suite (Fox Room + Flower Room) • Artists' Room

ANCILLARY SPACES INCLUDE:

Kitchen + Cafe • Green Room • Foyer Area

NOTE

Due to the nature of our historic building, the Library, Conway Suite, Green Room and Artists' Room are not currently accessible to wheelchair users or those with mobility issues that prevent them from using stairs.

GET IN TOUCH

To make an enquiry, speak to our team or arrange a viewing:

venuehire@conwayhall.org.uk

020 7242 8032

EVENT COORDINATION

Once your event is confirmed with us, your main contact will be our **Event Coordination Manager**.

You'll be able to conduct site visits and talk through all aspects of your day.

SECURITY

Evening events include the provision of **one security guard**, should we think it necessary. If we think more than one security guard will be required or the client wishes for additional guards to be present, there will be an additional cost of **£250** per guard / 5-hour shift.

CATERING

We work with a wonderful group of preferred suppliers. All have great ethical credentials, which is obviously of upmost importance to us as an *Ethical Society*.

Wooley's • Providing healthy food since 1988, they continue to develop menus that boast freshness, quality and great taste. They're also located right next door.

Penni Black • Ethical sourcing, recycling and upcycling is at the heart of everything that they do, and so is amazing food.

Social Pantry • They're determined to make a difference whilst still delivering extraordinary events, extraordinary service & extraordinary food. Sounds good to us!

Eden • Regarded as one of the UK's most sustainable caterers, providing fresh, seasonal and delicious food around central London since 1993.

Dinner Ladies • Powered by brilliant women and inspired by bold flavours, Dinner Ladies' events are celebrations of food and people, with cultivated feasts for the heart, mind and soul.

BAR

We're proud to be working alongside independent bar company *Too Many Bars*, who have created an ethical drinks menu with sustainability at the heart of the project - in addition to consulting with and creating bespoke drinks menus for our clients.

IN-HOUSE CATERING

We offer in-house refreshments and breakfast package as a self-service option and this can include:

Tea / Coffee • **£3.50** per person

Tea / Coffee + Biscuit • **£4** per person

Breakfast Package • **£8.50** per person
(pastries, seasonal fruits, tea / coffee)

ACCESS & STORAGE

The main entrance of Conway Hall on Red Lion Square can be used for access between 9am and 10pm.

After 10pm you will be asked to use the Theobald's Road entrance/exit, as the main entrance is situated in a residential square.

We understand that you might have a requirement for deliveries and drop-offs ahead your event. This can be arranged, subject to availability of space, and for an additional cost starting from **£50**.

ACCESSIBILITY

Conway Hall is a Grade II listed historic building, dating from 1929. Because of this there are areas that are not currently accessible to wheelchair users and those with mobility issues. Some spaces are located on the first floor and only accessible by a flight of stairs.