



Hired Space Vs Table Booking

PRIVATE HIRE OF YOUR OWN EXCLUSIVE SPACE

An exclusive space and your own private bar

Order from our special events menus or from our daily menus for up to 25 guests

Choose from our hireable spaces:

Decking Area / Gallery Space / Party Den / The Speakeasy / Upstairs in DKP / Charles' Bar / River Terrace. We do not charge hire fees for reserving our outdoor areas (DKP Courtyard, Terraces, Grass Terraces) except for the decking area which will class as a covered area.

You can decorate your hired space from 10am for daytime events, or from 2pm for evening events.

You may bring a special occasion cake. We can provide the cutlery and crockery to go with this.

Flexible room arrangement to meet your requirements – use of the whole room

Planning meetings with a coordinator

Extra furniture e.g. for cake, cards, presents etc.

A dance-floor area. You can have a DJ/Band or play a play-list (we can provide a DJ for £400)

Use of our sound system for speeches and announcements

You can pre-ordered drinks can and have a drinks reception table or tea/coffee self-service table

Toasting Drinks can be handed out on trays

Linen table-cloths and linen napkins

BOOK A TABLE FOR FREE (for up to 25* guests)

An area shared with other customers

Order food and drink from our daily menus

Choose from our spaces when open to the public
Floodgates Bar / VIP Space / Garden Room / Charles' Bar / Grass Terraces / Left Bank Terraces / DKP Courtyard / Downstairs in DKP / Upstairs in DKP

If you would like to decorate your table area, you could book your table for 10 minutes earlier than you have told other guests to arrive in order to have time to decorate.

You may bring a special occasion cake, however please provide the cake, candles, napkins and disposable plates and cutlery to go with it

If you would like to book an area for over 25 guests you will be charged a hire fee of £100 even if you do not need an exclusive area, as a large area will be required for your group.

If you would like to hire an exclusive indoor space (this includes exclusive use of the decking area) you will be charged a hire fee.





STANDARD VENUE HIRES

Birthday Parties, Christening Receptions, Baby Showers, Hen Parties, Day Before/Day After
Wedding Gatherings

For wedding day events or corporate events please see our wedding hires and corporate hires

FREE Spaces

Left Bank Terraces (Not Exclusive Use)

De Koffie Pot Courtyard (Not Exclusive Use)

Floodgates Bar (Not Exclusive Use)

Main Room Upstairs in De Koffie Pot

Charles' Bar (Not Exclusive Use)

Exclusive Use of Charles' Bar Grass Terrace Area

*For groups of 25 or over, there is a large group hire fee of £100, even if you do not need an exclusive room

** Groups of 40 or over must hire an indoor space

Exclusive Hire for Daytime Celebrations (ending by 6pm)

De Koffie Pot Decking Area **£100**

VIP Space **£200**

Gallery Space **£250**

Garden Room Area **£300**

Main Room Upstairs in De Koffie Pot **£450**

Charles' Bar (includes Party Den) **£550**

River Terrace (without Bridge Room) **£550**

River Terrace (with Bridge Room) **£650**

Access to decorate spaces is from 10am on the day for daytime events and 2pm on the day
for evening events. Access to decorate for free events may be limited.

