

CHURCHILL ROOM

	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		
Breakfast reception	8:00 AM – 11:00 AM	60 / 100	£2,500	£1,500	£1,140	+ 12.5%
Seated breakfast	8:00 AM – 11:00 AM	42 / 70	£2,500	£1,500	£798	+ 12.5%
Seated lunch <i>with pre-prandial drinks</i>	12:00 PM – 4:00 PM	33 / 60	£2,500	£1,500	£2,178	+ 12.5%
Afternoon reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 12:00 PM – 5:00 PM ⁶	55 / 100	£2,500	£1,500	£2,310	+ 12.5%
Standing afternoon tea <i>food served from 3:00 PM</i>	1:00 PM – 5:00 PM	60 / 100	£2,500	£1,500	£1,380	+ 12.5%
Seated afternoon tea <i>food served from 3:00 PM</i>	1:00 PM – 5:00 PM	42 / 70	£2,500	£1,500	£966	+ 12.5%
Evening reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM ⁶	65 / 100	£2,500	£1,500	£2,730	+ 12.5%
Seated dinner <i>with pre-prandial drinks</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM ⁶	39 / 60	£2,500	£1,500	£2,779	+ 12.5%
Thursdays from 6:00 PM, Fridays and Saturdays, and other days during Parliamentary recesses, with the Terrace Pavilion included for pre-prandial drinks reception						
Seated lunch <i>with pre-prandial drinks</i>	12:00 PM – 4:00 PM	55 / 100	£3,000	£1,800	£3,630	+ 12.5%
Seated dinner <i>with pre-prandial drinks</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM ⁶	65 / 100	£3,000	£1,800	£4,631	+ 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 | NB. weekend labour supplement applied to events commencing from 3:00 PM on Fridays and all-day Saturday