



Thank you for considering our event and creative space for your occasion, you're in for a night to remember for all the right reasons. Whether it's a Corporate event, a photo shoot, birthday party, dinner soirée or a live recording of a podcast, we've got you covered.

We have listed below a few of the frequently asked questions, if there are any we have missed out, feel free to let us know so we can update our PDF.

What is your Location? 426-428 Streatham High Road, London, SW16 3PX
(Located inside the Black Kitchen)

What are your Opening Hours? Sunday - Thursday: 10am - 12am
Friday - Saturday: 10am - 2:00am

Rates For Hire:

Sunday - Thursday: £100 per hour, minimum 4 hours between 10am and 12am.
Friday - Saturday Day Time: £100 per hour, minimum 4 hours between 10am and 6pm.
Friday - Saturday Evening: £150 per hour minimum 4 hours between 6pm and 2am.

Is there a minimum bar spend? Yes a minimum bar spend of £1000
if your booking goes beyond 7pm on a Saturday, there is no minimum spend Sunday - Friday.

What is the minimum hours the space can be hired for? 4 hours.

What is the maximum hours the space can be hired for? 10 hours.

What is the capacity? Standing capacity 80 and seated capacity 32 with tables
and 50 without tables

Is there parking available? Yes, there's free parking on Streatham Common South at any time and there's also free parking from 6pm onwards on Greyhound Lane.

What is the nearest tube station? The nearest is Streatham and Streatham Common.

Can I bring in my own drinks? No, we don't allow outside drinks,
all drinks must be purchased from our bar.

Do you have a sound system? Yes, we have a fully fitted sound system.

Can we bring a Dj and can you supply us with one? Yes, you can bring your own DJ, they will need to bring their laptop and controller. They will need to have an XLR output. We can also supply you with our in house DJ who plays all genres of music, his rate is £250 for 4 hours.

Do you have air conditioning? Yes, we do.

Are children allowed to attend my event? Yes, they are but they must be accompanied by their parent at all times and out by midnight.

Can we bring in our own food? Yes, you can but there are no kitchen facilities, so you'll need to bring chaffing dishes and dispose of all food when loading out.

Is there a dress code? Yes, there is, it's smart casual. We don't allow tracksuits to be worn and all hooded tops must be left in the car. Trainers are fine.

Can I bring in decorations and a Photo Booth?

Yes, you can bring in decorations but we don't allow anything to be stuck to the walls. We have a Photo Booth which can be hired for £225 for 4 Hours.

Can decor be left overnight in the venue?

Unfortunately, all decorations and extra chairs need to be taken out of the venue as soon as the event is done

What is the height of the ceiling?

3m 15cm What is sqm of the event space? 70sqm

Do you have table and chairs? Yes, we have one 6ft rectangle table, however you would need to provide your own chairs.

Can I have dinner party? Yes, you can.

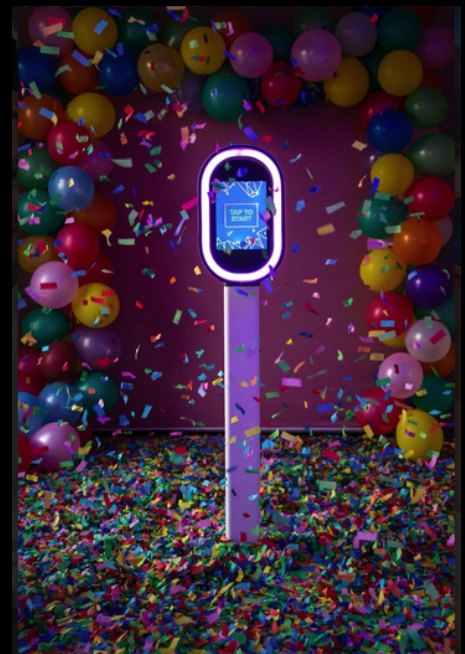
Do you provide security? Yes, we do, we will have 1 security for every 50 people.

Do you provide bar staff? Yes, we do, we will have a minimum of 2 for every event.

Do you have a smoking area? Yes, we do, no more than 5 people will be allowed to smoke at one given time.

Do you have a Photo Booth or In House Decorator?

Yes we do, they're called 'Right Image Events' and can be contacted on rightimageevents@gmail.com



What's your dispersal policy?

Music will be turned off and lights will be turned on 10 minutes towards the end of your event. No more than 8 people at a time will be allowed outside once the event has finished, this is to avoid loitering and disturbing our neighbours. Guests will be advised to leave early to avoid having to wait for loitering guests.

Do we have to clean the space afterwards?

No, we will have our cleaners come in and tidy up, however, all food and decor must be taken with you at the end of your event.

Do we get charged for setup and clear-out time?

Yes, please factor this in when making your booking.

Do you take cash and card payments at the bar?

Yes you can pay by cash and by card, please note we don't accept AMEX.

HIRE FEES

Anyone wishing to have exclusive use of the venue must pay a hire fee. This hire fee allows exclusive use of the venue for a minimum of 4 hours.

HIRE FEES AND PAYMENTS

No booking is confirmed until the hire fee has been paid in full.

Hire fees must be paid in full 1 month before the booking or it will be deemed as being cancelled. You may pay the hire fee via BACS payments.

Please ensure you add your name and date of hire as the reference.

For bank transfers, we kindly ask that once BACS payments have been made, payment is **confirmed immediately with our team** and you have had confirmation it has been received and your booking confirmed.

Please contact us before transferring any money to ensure we still have availability. In some instances, we may allow the hire fee to be paid in cash. This will need to be agreed with our team in advance.

BANK DETAILS

Bank Transfers or BACS payments

Our account details are as follows:

Bank: NATWEST

Name: SION LONDON

Account Number: 36262072

Sort code: 60-50-01

NB: Please ensure you add your name and date of hire as the reference

CANCELLATIONS

If you need to cancel your booking, please do so as soon as possible

If you cancel more than 1 month before your booking, your deposit will be refunded in full.

If you cancel less than 1 month before your booking, your full deposit will be retained

PLEASE NOTE: If you make a booking less than 1 month in advance and you cancel within this period, your full hire fee will be retained.

CONFIRMING NUMBERS

We may call you as a matter of courtesy nearer the time, but we will take the numbers confirmed at the time of booking as the final numbers. Unless you notify us to the contrary, we will attempt to accommodate increases in numbers to your party however, this cannot be guaranteed. Please ensure you give as much notice as possible if the number of guests in your part changes.

