

2026  
Venue Hire Rates



25 Red Lion Square • London • WC1R 4RL  
[conwayhall.org.uk](http://conwayhall.org.uk)



Max. capacity  
400 pax

•

### Weekday

Day • 09.00 - 17.00  
£3,000

Eve • 18.00 - 23.00  
£2,800

Full Day • 09.00 - 23.00  
£5,000

•

### Weekend

Day • 09.00 - 17.00  
£3,200

Eve • 18.00 - 23.00  
£3,000

Full Day • 09.00 - 23.00  
£5,500

# 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

Foyer Area • £300  
Early access before 9am • £400/ hour  
Foldback Monitor • £75  
Uplighters x 6 • £250  
Uplighters x 12 • £400  
Grand Piano • £400  
Yamaha Digital Piano • £150  
Poser Tables • £30 each

# ADD-ON MAIN HALL AV PACKAGES

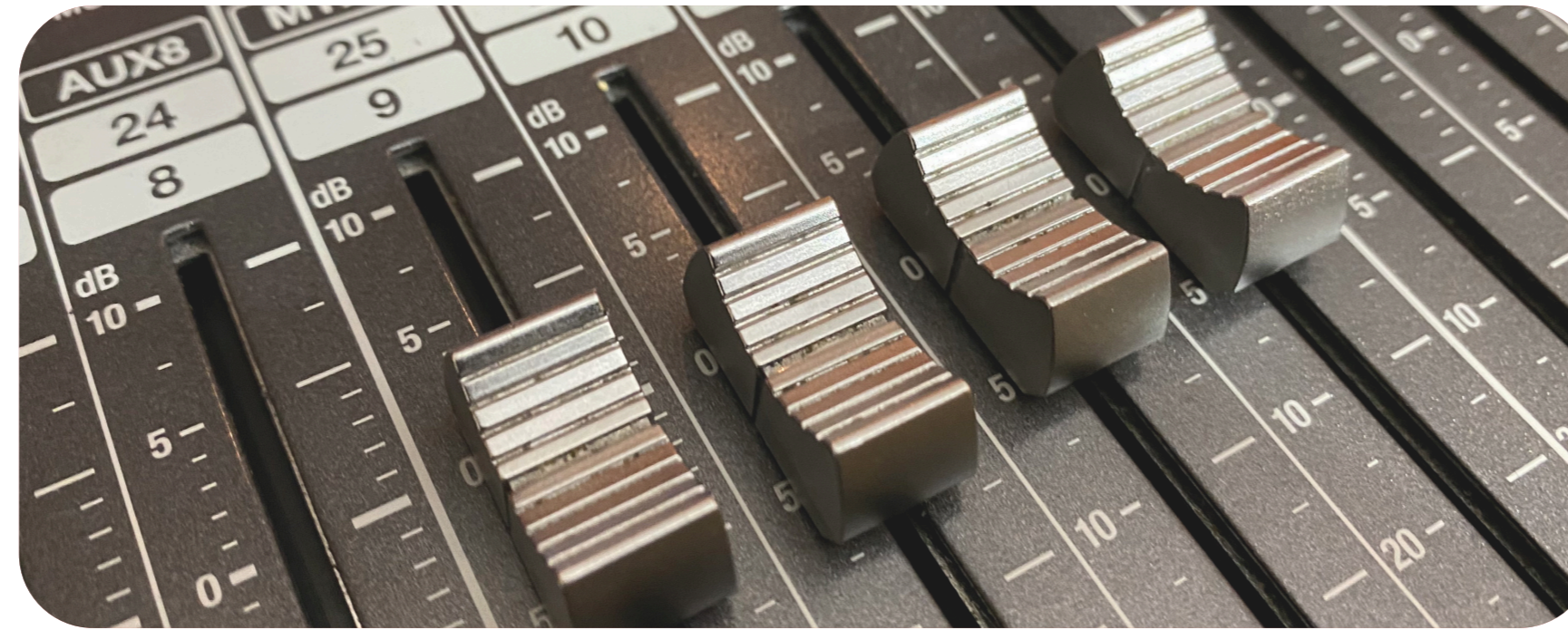
At Conway Hall, we can provide a variety of AV solutions to suit your requirements.

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 • £1,000

### 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 • £1,500 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).



Max. capacity

60 pax

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### Weekday

Day • 09.00 - 17.00

£900

Eve • 18.00 - 23.00

£800

Full Day • 09.00 - 23.00

£1,500

•

### Weekend

Day • 09.00 - 17.00

£1,000

Eve • 18.00 - 23.00

£900

Full Day • 09.00 - 23.00

£1,700

# LIBRARY



### 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 Digital Piano • £150

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.

**Max. capacity**

80 pax

•

**Weekday**

Day • 09.00 - 17.00

£1,000

Eve • 18.00 - 23.00

£900

Full Day • 09.00 - 23.00

£1,800

•

**Weekend**

Day • 09.00 - 17.00

£1,100

Eve • 18.00 - 23.00

£1,000

Full Day • 09.00 - 23.00

£2,000

# BROCKWAY ROOM



**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**

Logitech MeetUp Camera • £150  
Uplighters x 6 • £250  
Uplighters x 12 • £400  
Yamaha Digital Piano • £150  
Poseur Tables • £30 each

# DAY DELEGATE RATE

## BROCKWAY ROOM

Min. capacity  
40 pax

•

### Weekday

breakfast, lunch & refreshments

**£75 per person**

lunch & refreshments only

**£65 per person**

•

### Weekend

breakfast, lunch & refreshments

**£80 per person**

lunch & refreshments only

**£70 per person**

**BREAKFAST, LUNCH AND REFRESHMENTS PROVIDED BY**



### INCLUDED IN THE PACKAGE:

- Brockway & Bertrand Russell Room hire 9am-5pm

- Tables & Chairs

- Talks Package

includes: 65" Smart TV screen • PA System • Rack-mounted mixer

- 1 x Lectern mic • 2 x Wireless Handheld mics

- Mini-jack input for laptops

- Set-up and Packdown

- Breakfast &/or lunch and refreshments  
provided by Woolley's catering

### BREAKFAST, LUNCH & ALL DAY REFRESHMENTS

Arrival coffee break

Assortment of freshly baked mini Pain aux Raisins,

Pain au Chocolat, and Croissants

Morning coffee break with biscuits

Working lunch with a selection of freshly prepared sandwiches

and wrap options - (5 pieces per person)

Sharing seasonal fresh fruit platter

Premium hand-cooked crisps

Afternoon coffee break

Selection of homemade cakes and traybake bites

### LUNCH & REFRESHMENTS ONLY

Working lunch with a selection of freshly prepared sandwiches

and wrap options - (5 pieces per person)

Sharing seasonal fresh fruit platter

Premium hand-cooked crisps

Afternoon coffee break

Selection of homemade cakes and traybake bites

Max. capacity

35 pax

•

Weekday

Day • 09.00 - 17.00

£600

Eve • 18.00 - 23.00

£500

Full Day • 09.00 - 23.00

£1,000

•

Weekend

Day • 09.00 - 17.00

£650

Eve • 18.00 - 23.00

£600

Full Day • 09.00 - 23.00

£1,200

# BERTRAND RUSSELL ROOM



## 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

Logitech MeetUp Camera • £150

Uplighters x 6 • £250

Uplighters x 12 • £400

Yamaha Digital Piano • £150

Poseur Tables • £30 each

Max. capacity

12 pax

•

### Weekday

Day • 09.00 - 17.00

£550

Eve • 18.00 - 23.00

£450

Full Day • 09.00 - 23.00

£850

•

### Weekend

Day • 09.00 - 17.00

£550

Eve • 18.00 - 23.00

£500

Full Day • 09.00 - 23.00

£950

# FLOWER ROOM



## 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.

**Max. capacity**

10 pax

•

**Weekday**

Day • 09.00 - 17.00

£400

Eve • 18.00 - 23.00

£350

Full Day • 09.00 - 23.00

£650

•

**Weekend**

Day • 09.00 - 17.00

£450

Eve • 18.00 - 23.00

£400

Full Day • 09.00 - 23.00

£750

# FOX ROOM



**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

£850

Eve • 18.00 - 23.00

£750

Full Day • 09.00 - 23.00

£1,500

•

## Weekend

Day • 09.00 - 17.00

£900

Eve • 18.00 - 23.00

£850

Full Day • 09.00 - 23.00

£1,900



### INCLUDED IN THE ROOM HIRE:

Flower & Fox 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.

Max. capacity

500 pax

•

Weekday

Day • 09.00 - 17.00

£7,000

Eve • 18.00 - 23.00

£6,500

Full Day • 09.00 - 23.00

£11,500

•

Weekend

Day • 09.00 - 17.00

£7,500

Eve • 18.00 - 23.00

£7,000

Full Day • 09.00 - 23.00

£12,000

# WHOLE VENUE



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)

## 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](mailto: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.

**Humdingers** • Their menus focus on quality ingredients and thoughtful presentation. Whether it's a casual gathering or something more formal, Humdingers delivers reliable and tasty options.

## 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**.

We can offer access before 9am for set-up at **£400/ hour**.

## 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.