



# The West Wing and Garden



The beautiful West Wing & Garden is the perfect private space for winter celebrations with up to 100 guests. Walk through the main entrance into the large bar area to grab a drink, enjoy great food and dance the night away!

- Private entrance (Portland Road)
- Fully stocked and staffed bar
- Access to the main private Garden
- 7 covered & heated garden booths
- Space for a Marquee (please discuss first)
- Fairy lights throughout the pub
- Open fireplace for the winter months
- 3 TV Screens for photos & videos
- Own toilets & baby change facilities
- In-house sound system (for staff use only)
- Space for a DJ & dance floor
- Space for a Photo pod

# Hire Information

## Decorations

Your hire time includes the time to decorate the venue. Early access and our setup & decorating service are available upon request - see 'Additional Services' in our Brochure. If you are planning on hiring things like balloon displays, large LED letters, DJ/Band, Photo Booth, Marquee etc, please let us know before confirming your booking with them, so that we can check timings and logistics. Please note we do not allow confetti of any type in the venue including inside balloons - a £100 cleaning charge will occur if it is used in the venue. Decorative candles are also not permitted.

## Photos & Videos

You are welcome to use our TV screens for photos and videos. You will need to download the files to a USB stick which can then be plugged into the back of the screen. There are 3 screens available for use. Video/photo slideshows need to be in the following format: MP4 H.264

## Music

Live bands and DJ's are permitted inside the venue only. There are several options for music & entertainment :

- Hire one of our recommended DJ's or singers.
- Hire your own entertainment with their own equipment.
- Create a public Spotify playlist to play through the pub's sound system & devices, controlled by staff.

Due to council restrictions, brass instruments are not permitted in the venue, and drummers must use brushes. We do not allow Karaoke.

## Accessibility

The main entrance and bar are wheelchair accessible, however our toilets and direct access to the main garden are not.

## Parking

We are in Parking Zone L. There is free on-street parking on all surrounding roads from 12:00-18:00 & 19:00 onwards. Resident permit-only bays operate 11:00-12:00 and 18:00-19:00, 7 days a week including bank holidays. Alternatively, there is nearby NCP pay-by-app parking for up to 24 hours (5 minute walk)

## License Conditions & Timings

### Friday-Saturday

- Open 12:00-00:00 (Clear by 00:30)
- Under 18's are welcome to stay until 22:00
- Live Bands/singers inside only 12:00-23:00
- DJ's inside only 12:00-00:00
- The garden closes at 23:00
- Late license on request until 01:00 / Clear by 01:30

### Sunday-Thursday

- Open 12:00-23:00 (Clear by 23:30)
- Under 18's are welcome to stay until 20:00
- Live Bands/singers inside only 12:00-23:00
- DJ's inside only 12:00-23:00
- The garden closes at 23:00

