



## Level 5 Function Room

Located on the fifth floor of the Royal Festival Hall building, the Level 5 Function Room is the largest private reception space at Southbank Centre. The room has floor-to-ceiling windows and therefore great views over the London Eye and Westminster, and works well both for smaller meetings or conference-style events, and also dinners and receptions. The Level 5 Function Room is a licensed marriage venue.

Dimensions	Approx 29m x 9.5m
Capacities	Standing reception – 250 Theatre style – 160 Seated dinner – 160 Boardroom style – 50 Cabaret style – 100
Air conditioned	Yes
Lighting	Lots of natural light due to floor-to-ceiling windows, full blinds (motorised) on windows for black-out, dimmer switches. Other lighting available via Southbank Centre Production.
Furniture available	Up to 160 conference style chairs, 2 room dividers (screens). Furniture available elsewhere in the building (eg poseur tables, coffee tables, sofas) can be moved to this room subject to availability.
Finishes	Iconic 'net and ball' carpet, wood panelled walls, mosaic on 1 wall, floor-to-ceiling windows. The Level 5 Function Room contains 6 large pillars, which may affect sight lines.
Additional/associated spaces	If the Level 5 Function Room is hired when there is <i>not</i> a performance taking place in the auditorium, the Hong Kong Room can be hired. This is a small room (11m x 3.5m) adjacent to the Function Room that can be used as a cloakroom, storage facility or small break-out space. Use of the Hong Kong Room (when available) is included in the hire fee. Also, outside the Level 5 Function Room is a substantial foyer area that can be used for registration. When there is no performance in the auditorium, the Level 5 prom and balcony (overlooking the Thames) can be used for refreshment breaks.

Outside space	There is no outside space directly associated with the Level 5 Function Room. However, as mentioned above the level 5 balcony can be used if there is no performance taking place in the auditorium. Note that all balcony spaces at Southbank Centre are non-smoking.
Access	A substantial goods lift services this room for getting in equipment etc. Guests can access the room via a number of lifts on the Green side of the building. The room is disabled accessible.
Toilets	The Level 5 Function Room does not have dedicated toilet facilities. The nearest toilets are located off the reception foyer.
Kitchen facilities	This room has its own dedicated food preparation area located at the back of the room.
License	The Level 5 Function Room is licensed for marriages and civil partnership ceremonies.
Cost	Day                £2500 Evening           £2500 Day & evening   £3750 Half day           £1500  All prices quoted excluding VAT