



Upstairs at The Hop room hire

Facilities Upstairs at The Hop

- Accessed by stairs
- Toilet and baby-changing facility
- Audio equipment including speakers and microphone
- Projector and 70" screen
- Wi-fi
- Large and small tables, chairs – arrange furniture as you see fit
- You can decorate the room with removable decorations (balloons, bunting, fairy lights etc)
- Table cloths

Hire charges

- We may waive hire charges for evening or weekend charity and fundraising events – call for a chat and tell us your requirements.
- Room hire is free-of-charge for customers who hire the venue along with a Hop Nosh buffet for guests.
- Hop Nosh buffets are available for all bookings – please **download our buffet menu**.
- Hirers may not bring their own drinks – there is a full bar downstairs.
- We can provide platters, paper plates, cutlery and napkins for self-catered events.

Evening and weekend charges

6pm–11pm and all day Saturday and Sunday

- Room hire without food: **£80**
- Room hire if you wish to provide your own food: **£140**

Weekday daytime charges

Tuesday to Friday 12pm–6pm

- **£10 per hour**
(includes table water, filter coffee and tea)
- Great for meetings and workshops

Public event venue hire

Upstairs at the Hop is also available for events such as comedy night and live acoustic music. Please phone to discuss your plans and find out more.

Terms & conditions for hiring Upstairs at The Hop

- Please call to check available dates.
- We need a contact name and phone number to make the booking.
- **Booking requires a deposit of £50.** Bookings are confirmed on receipt of payment. The balance must be paid 14 days ahead of the event date to confirm your booking.
- Payment can be made at the bar (cash or card). Let us know if you require an invoice.
- Deposits are non-refundable if you cancel within 14 days of your booked event date.
- You can access the upstairs room ahead of your event to arrange furniture, decorate the room etc. Please check in advance to arrange a time to arrive – if there are no bookings immediately before your event it may be possible to sort out the room the day before.
- You need to take away any items you bring to your event, and not leave a mess
- We don't hire for children's parties.
- We don't allow DJs as it affects the pub downstairs. Playlists are fine. Talk to us if you're planning music or movement, just in case it might affect the pub downstairs.
- You may not have confetti or party poppers at your event
- Talk to us if you have any special requirements.
- There is no parking at The Hop. The nearest car park is Britannia Place car park just behind the pub.
- You may park temporarily in one of the parking spaces to the side of the pub (if space is available) to unload/load equipment – don't leave vehicles there for the duration of your event.
- You're welcome to bring along containers to take away any unconsumed buffet food. Please note: Our kitchen caters to the highest food hygiene standards and, as we cannot know how, or how long, you will store food away from our premises we cannot take responsibility for any food that spoils once it has left our premises.

To make an enquiry or booking, phone Karen on 07765 799562
