FREQUENTLY ASKED QUESTIONS

FORMAL LUNCH AND DINNERS

HOW MANY CAN YOU HOLD FOR A SIT-DOWN DINNER?

Our Lodge rooms 1, 2 and 3 can seat a maximum of 120 guests on 6ft rounds of 10, although any AV build or stage sets will impact the capacity. We recommend hiring an additional room; the Waterside Room for drinking and dancing (additional room hire charges apply).

The stunning Waterside Room can seat a maximum of 60 guests on 6ft rounds of 10, again, any AV build or stage sets will impact the capacity. Should you require a dancefloor we would have to remove a few tables after dinner to allow you the space for dancing.

WHAT AV IS AVAILABLE IN THE LODGE ROOMS, CAN I BRING MY OWN AV TEAM?

There is a screen in the room; 305cm wide x 190cm high, 16:9 format and there are speakers that can be used for background music. Please speak to your Event Co-ordinator if you require AV. You can bring your own AV team at no extra charge.

WHAT AV IS AVAILABLE IN THE WATERSIDE ROOM, CAN I BRING MY OWN AV TEAM?

The Waterside Room doesn't have any built in AV, but there are speakers that can be used for background music. Please speak to your Event Co-ordinator if you require AV. You can bring your own AV team at no extra charge.

WHAT ARE THE BRANDING OPPORTUNITIES?

Branding is available across the venue; you can bring pull-up banners to table literature. Alternatively, you can also use the AV around the room for digital branding. Get in touch with your Event Co-ordinator for further information.

Please note that Austin Court reserves the right to reject the display of any branding marketing collateral (or similar) that is deemed inappropriate

WHERE COULD I HOLD A DRINKS RECEPTION?

Depending on your numbers we can accommodate up to 150 people in our Waterside Room located on the ground floor. Drinks reception room hire applies as this is not included in the dining room hire.

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DO YOU INCLUDE A DANCE FLOOR?

Unfortunately, we do not have a dedicated dancefloor, although the wooden floor in the Waterside Room can be utilised as a dance floor. Should you require a dancefloor please speak to your Event Co-ordinator to arrange hire through one of our recommended suppliers.

CAN I HIRE A DJ?

Yes, you can and we're happy to recommend one to you. We will require a risk assessment, method statement, PAT testing and company public liability. Please note entertainment set-ups will change the capacity of the room and please also keep in mind build time and derig time, which would have to be contracted and covered by your room hire.

DO I HAVE TO BE AN ENGINEERING OR TECHNOLOGY RELATED COMPANY TO HOLD MY EVENT WITH YOU?

No, we welcome all companies to host events with us.

WHAT CATERING CAN I HAVE?

We have a variety of catering options available. Our standard formal lunch and dinners are three courses served with tea, coffee and petit fours afterwards. If you have a specific theme, then we'd be delighted to work with you to create a bespoke menu for everyone to enjoy (charges apply).

WHAT DRINKS CAN I HAVE, DO YOU HAVE ANY PACKAGES?

We have several packages available from one-hour pre drinks to full drinks charged on consumption, please speak to one of our Event Co-ordinators and they can send over the package list.

WHAT'S THE SIZE OF YOUR DINING TABLES?

Our dining tables are 6ft round that can seat comfortably up to 10 guests per table.

DO YOU HAVE A PREFERRED SUPPLIER FOR FLOWERS?

We are happy to work with a supplier of your choice. If you don't have one, we recommend Sarah from Flowers by Floyd.

CAN YOU RECOMMEND A PHOTOGRAPHER?

We are happy to work with a supplier of your choice. If you don't have one, we recommend Fozia from Fiza Photography.

IS THERE A CLOAKROOM?

The Waterside Room has a cloakroom just outside the room. This can be unmanned, or we can arrange attendants for you, an additional charge will apply.

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