



LIVING UNDER ONE SUN COMMUNITY HUB & CAFÉ HIRE CHARGES

Living Under One Sun (LUOS) is a small charity, creator of the project and responsible for the management of the site. With no core funding, we rely on bookings and hire to income generate to sustain the Community Hub and its much-needed local activities.

The Café Room (65 m²) fits up to 50 people sittings. It will be available for hire for all kinds of activities, classes, conferences and events. Includes access to toilet, small fridge, microwave, kettle and sink with prior arrangements/induction.

The Green Room (45 m²) fits up to 40 people and can be used for Birthday /family event, activity room and meetings.

The Outdoor Garden Area (40x10 =400 m²) can accommodate 100, can be hired separately or in conjunction with the outdoor play area, for larger outdoor parties & events.

The outdoor oven can also be hired along with tents and our stage for pop up events, celebration

For exclusive booking of all site or all garden area we can offer special rates

The Outdoor Play Area (20x 40= 800 m²) can accommodate 150, can be used for game events, Additional cost in conjunction with the gardens: the outdoor oven, Party tents Large /small / gazebos or Stage for pop up events and celebrations & workshops, accessing shared outdoor play area

- ½ hour of setting up is allowed but closing down time must be allowed within booking times.
- Day Time: start 9 am - 5 pm. Evening Time: 6 -11.30 p.m.
- If you or your group have limited resources, please contact or come and see us to discuss possible concessionary rates. We set our hire charges based on comparable local charges.
- Special rates for local kids Birthday parties or for sole use of space or for block bookings

Schedule of rates for each space:

SPACE FOR HIRE	RATE P/H FOR COMMUNITY GROUPS		RATE P/H PRIVATE HIRE e.g. Birthday parties		RATE P/H LARGE FUNDED GROUPS OR CORPORATE	
	DAY	EVENING	DAY	EVENING	DAY	EVENING
The Café Main Hall	25	30	30	35	40	45
The Green Room or Tent 6x6 m	20	25	25 Winter 30 Summer	30 Winter 35 Summer	35	40
The Outdoor Garden Area	25	30	25 Winter 30 Summer	30 Winter 35 Summer	40	45
The Outdoor Play Area or Tent 12x6	25	30	25 Winter 30 Summer	30 Winter 35 Summer	40	45
The Changing Room	10	15	10	15	10	15
The Stage	10	10	10	15	15	20
The Wood fire Oven/ Grills Area	20	20	20	25	30	35

Payment: deposit/ hire charges for the event can be made by cash, card, cheque or bank transfer.

Once we have received this completed form, relevant documents, deposit and payments we will contact you with confirmation. We look forward to welcoming and working you.

Cheques should be made Payable to: Living Under One Sun Ltd, posted or hand delivered to the office address, or via bank transfer using the details below

BACS payments: Name: Living Under One Sun Ltd

Bank sort code: 08-92-99, Account No: 65491120

Card payments: at the Café /Hub - Venue address: Friday or Saturday only

Your deposit will be returned to you a week after the event in the way it was originally made except by cards.

If you paid your deposit via bank transfer, please enter your bank details.

Name: _____

Sort code: _____ Account number: _____

Access to the building and parking

1. **Address:** Inside Down Lane Park , Park View Road , Tottenham N17 9EX.
2. There are fantastic transport links to the site, 5 minutes' walk to the building Site.
BUS ROUTES: 41 - 76 - 123 - 192 - 230 - N41 - N73 - W4
UNDERGROUND: Victoria Line
RAIL SERVICES: Greater Anglia
3. The building is inside the park, accessible by foot through nearby park entrances 3 at Park View Road and 2 at Ashley Road which are always open to pedestrians.
4. There are no parking facilities around the park until 6.30 p.m.-week days, free parking weekends and evenings.
5. Vehicle access can be arranged on request for unloading only and for disabled transport phone: 020 8801 6868 or 020 8885 5684 email: info@livingunderonesun.co.uk
6. All parts of the building are wheelchair accessible.

Enquire about availability

(If you don't hear anything back from us in 3 days please ring 020 8885 5684 or 0208 8016868

Email (required)

Phone number (required)

Date(s) you would like to book the room