

# Hiring the Pavilion

- Private use of the Pavilion
- We offer the following time slots:
- SUMMER: April September:

Morning: 9am – 11am Afternoon: 12pm – 2pm Evening: 3pm – 5pm

WINTER: October – March:
 Morning: 11am – 1pm
 Afternoon: 2pm – 4pm

- Use of our PA system to play your own playlist
- An event assistant to be present on the day to open up the space, help you set up and pack down\*
- Birthday bunting

Maximum capacity of 30 children plus adults

# Catering

All catering is provided by the Horniman Café. We offer several party menu options, a few popular examples are listed below. For full menus options please contact venuehire@horniman.ac.uk

- Children's picnic lunch box
   Each box contains:
   A sandwich (cheese,ham or vegan option)
   Organic carrot crisps
   Satsuma
   Carton of organic apple juice
   £6 per lunch box
- For adults we can also set up a cash bar. We can provide the following: Tea and coffee £2.50 per person
   Beer £5.50 per 330ml can
   Bottle of Prosecco £30
   Red or white wine from £25 per bottle

Please note that catering and catering staff are charged as an additional cost depending on your requirements. Details included on menus.

#### **Entertainment**

• Make the party even more memorable with entertainment by one of our favourite per formers. From storytellers to craft workshops there's something for everyone to enjoy. Contact us for our full list of suppliers

#### **Additional Extras**

- Visit the Horniman Aquarium.
   Child ticket £2.50
   Adult ticket £5
   Please note that last entry to the Aquarium is 4.30pm
- Visit the Horniman Butterfly House Child ticket £7 Adult tickets £7 Please note that last entry to the Butterfly House is 3.30pm

Prices correct as of December 2023

## **FAQs**

# Can I set up before the party?

We allow 15 minutes before and after to set up and pack down. We would recommend that you invite guests a little after the start of your hire and your guests are more than welcome to enjoy our Gardens or Café while they wait until you are ready to begin. Please note that you must clear the space and all guests must leave the Pavilion promptly at the end of your hire period.

## **Parking**

## By car

Parking is severely limited in the local area, so we recommend using public transport to come to the Museum.

## Accessible parking

Limited on-site car parking is available for disabled visitors - call 020 8699 1872 for more details.

# Can I bring my own food?

You are welcome to bring baby food, your own birthday cake or sweets. Any other food or drink must be provided by the Horniman Café.

#### Can I put decorations up?

We will put up birthday bunting prior to your arrival and you are welcome to add a few touches to personalise your day. You may use blue tac on the wooden furnishings, however please avoid using streamers or confetti/sequins. Helium balloons are allowed but must be weighted.

#### How to book

To book your party, please email venuehire@horniman.ac.uk

\* Please note, our events assistants are not able to supervise your children; parents/guardians must supervise children in the Pavilion at all times