



NORTHUMBERLAND  
AVENUE

LONDON'S MOST CENTRAL VENUE



# PART OF HAMILTON BOYD GROUP

We are a boutique collection of event companies with over 40 years of experience, curated to provide a seamless experience between all your event services. We deliver exceptional events and exceed clients expectations by focusing on customer service, event tech innovation and highly skilled professionals.

VENUE & EVENT MANAGEMENT



CATERING SPECIALISTS



AV & PRODUCTION



VIRTUAL & EVENT TECH





# Where history meets innovation

Our historic venue offers a mix of grand Victorian architecture and flexible white canvas spaces, showcasing a unique blend of architectural splendor and historical significance. Enhanced with a unique art collection and design elements, our venue provides a one-of-a-kind backdrop that gives a wow factor to your event.

The venue's award-winning AV technology includes discreet LED, robotic lighting, and screens that seamlessly blend in with the space, enhancing the event experience. Whether it's a high-tech conference or a luxurious reception, the combination of grand architecture and cutting-edge technology makes every event truly special at 8 Northumberland Avenue.



# About



# Location

## London's Most Central Venue: Your highest event turn out

Within a 3-minute walk from Trafalgar Square, our premium location makes us accessible and easy to reach by all transport means, increasing your event attendance.

### LONDON UNDERGROUND

Charing Cross: Trafalgar Square exit

Embankment: Embankment Place exit

Leicester Square: Exit 1

### MAINLINE TRAINS

Charing Cross: Strand exit

Waterloo: Waterloo Road heading North

### Q Park

Leicester Square. 20% discount rate available





# Award Winning Events Specialists to Make Your Life Easier

We can provide an end-to-end event management solution, collaborating closely with clients to elevate their event vision using our team's extensive industry knowledge.

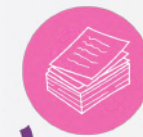
With a client-centric approach tailored to meet unique needs, our team of consultants and corporate events specialists are dedicated to facilitating all aspects of your event, allowing busy clients to prioritise other matters while we handle every detail with precision and care.



## Your Venue Manager will:

All dry hire packages include a Venue Manager who will oversee the venue and suppliers from a health and safety point of view. All suppliers are to be confirmed at least two months prior to your wedding. In order for your suppliers to be approved by the venue, we will require a signed supplier code of conduct and copies of due diligence documents. If you have a wedding planner, our Venue Managers will work with them seamlessly.

- Host site visits with planners and suppliers
- Obtain Health & Safety documentation
- Recommend and create floor plans for the event
- Create event sheets, timelines, bespoke signage
- Respond to last-minute changes and requests and ensure clear communication to relevant teams/suppliers
- Book security and operations team for the event
- Book meeting rooms, hotel bedrooms, and car parking



## Full Wedding Management Service - Fee Applies

Our Event Managers will ensure you'll have guidance and expertise throughout the planning of the event, as well as organising your logistics and being with your on the day. Our Event Management service includes sourcing suppliers and coordinating existing suppliers, creating bespoke floorplans and running the timings on event day.



"A dream to work with, thank you for making me look good at my job!"

# Venue Support



# CATERING

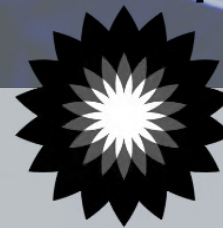


ALCHEMYLIVE

Executive Chef & Director Nate Brewster heads up the London event caterer that is AlchemyLive and he does so with style and a healthy dose of food obsession. He loves nothing more than creating menus for the events that take place in our central London venue and exploring the latest in food trends; from using techniques such as using dry ice and nitrogen, to creating an enchanted, woodland themed dinner.



bp



'The food and theming was amazing and everyone that I spoke to had the most amazing time'



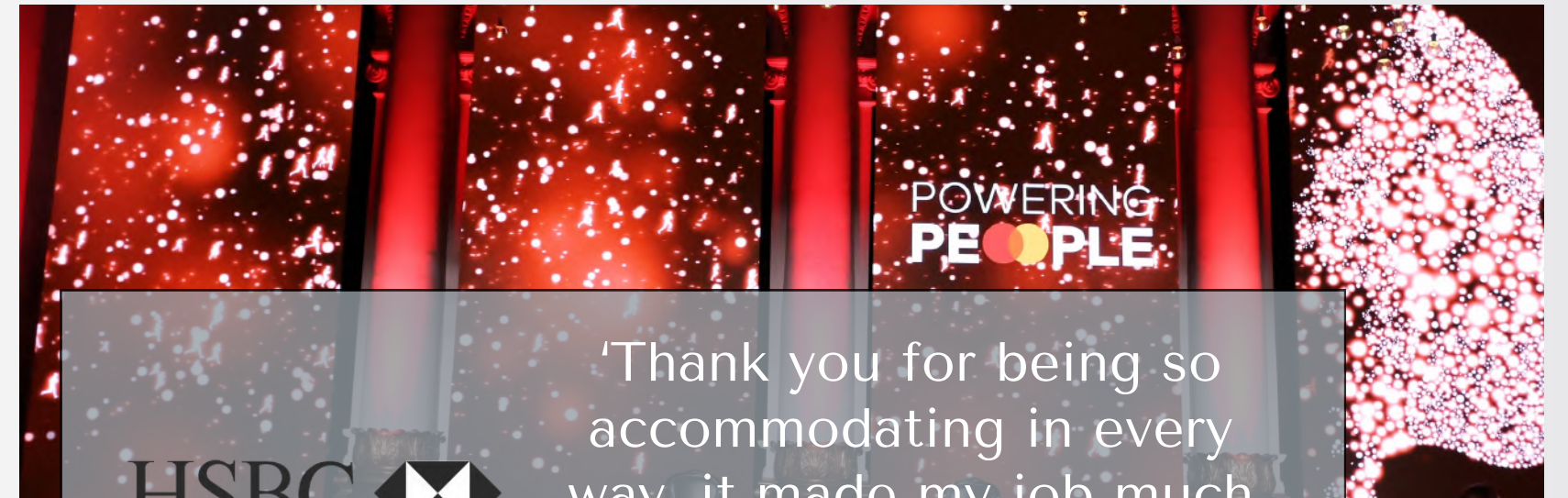
# PRODUCTION



## Opal Fusion

EVENT PRODUCTION

Opal Fusion provides global production capabilities with a bespoke customer service approach. The production team works closely with our event managers to deliver a seamless experience, providing 24/7 on-site support and ensuring the smooth planning and execution of your event.



HSBC 

'Thank you for being so accommodating in every way, it made my job much easier to know I could rely on you'



# Recommended for Your Event

## VENUE

Upgraded high capacity 1000MB internet line	<b>£750</b>
Staff access before 7am	<b>£250</b>
Break out rooms from	<b>£300</b>
Guest access after midnight per hour	<b>£500</b>
Transport costs after midnight per hour	<b>£250</b>

LED Bars – from **£2,000**

Linen – from **£8.50** per cloth

Napkins – from **£1.00** per napkin

## SOUND RESTRICTIONS

There is a limit of 85 decibels in the premises, Bands, drums or MC's are not permitted in the Ballroom past 10.30pm and DJs are not permitted in the Ballroom past midnight.









# Your Quote

## WEDDING CATERING BUYOUT PRICE

- Exclusive hire of the Whole Venue – Ballroom, Old Billiard Room and Annex  
Access 10am/2pm to midnight with access until 2am for suppliers to clear the venue
- A venue manager to oversee the venue and coordinate suppliers
- A complimentary superior room in Club Quarters Hotel for bride and groom after the wedding, plus one further bedroom as a part of sound restrictions\*
- All furniture in the venue
- Security and cloakroom staff
- Bio active ambient lighting system – 3 lighting scenes
- Mirror plasma screens in the arrival corridor
- Protective flooring for caterers
- 10 car park spaces at Q Park Leicester Square

**EXCLUSIVE WEEKEND RATE**                      ~~£28,000 INC VAT~~                      **£22,000 INC VAT**

Discounted rates without event management from the venue access from 10am

**EXCLUSIVE WEEKEND RATE**                      ~~£25,000 INC VAT~~                      **£20,000 INC VAT**

Discounted rates without event management from the venue access from 2pm

## POSSIBLE ADDITIONAL CHARGES:

- Access for set up and breakdown (per hour)                      **£500 INC VAT**
- Access past midnight in the Old Billiard room (per hour)                      **£750 INC VAT**
- Crockery and linen packages from                      **£1,540 INC VAT**
- Hire of a white 18 ft x 18ft dance floor                      **£950 INC VAT**

Please speak to a member of the Opal Fusion team to receive a bespoke quote for the possible additional charges below

- 4m x 3m white carpeted stage
- Hire of the Old Billiard room LED wall
- Hire of the Ballroom LED wall

## SOUND RESTRICTIONS

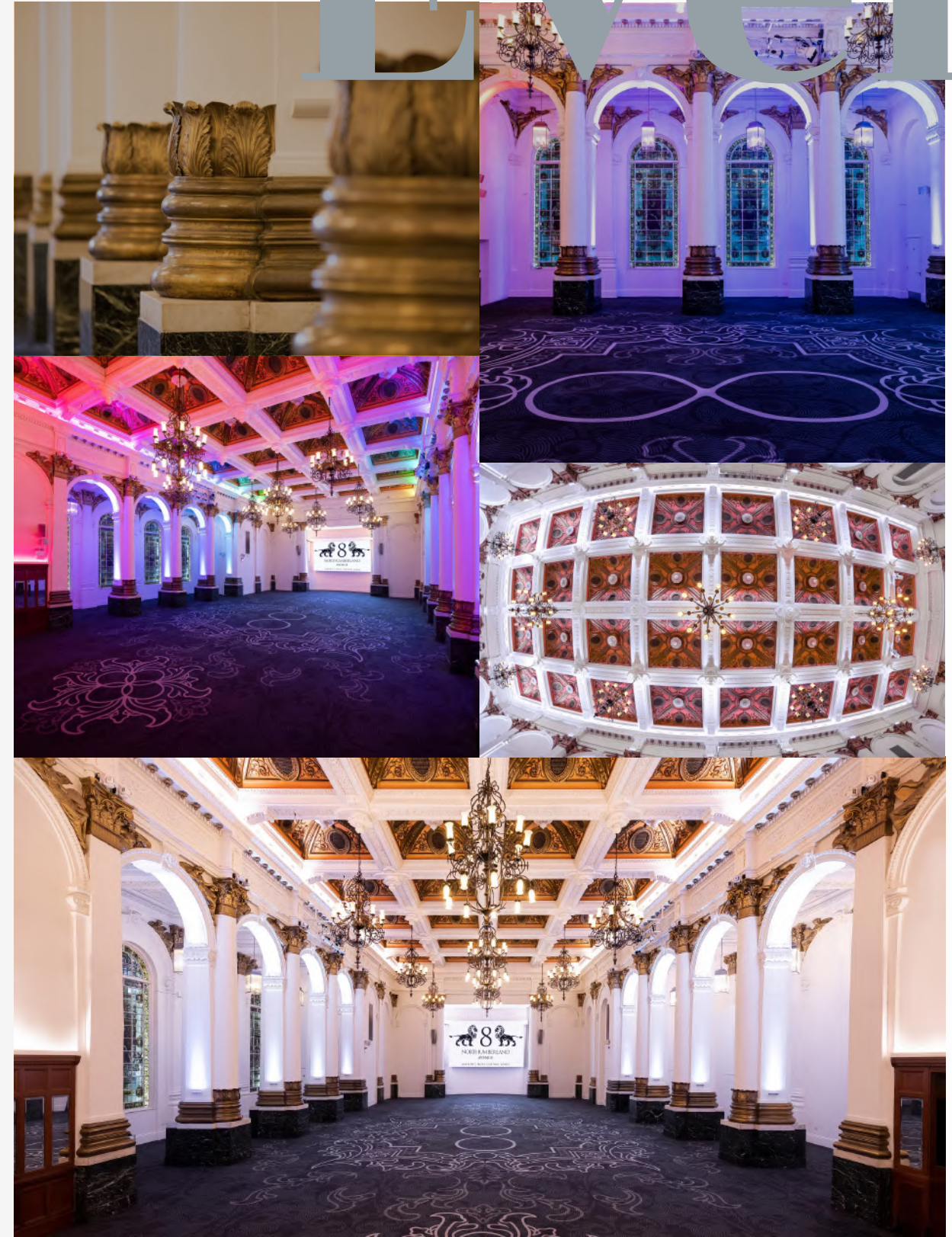
\*Bands are not permitted in the Ballroom past 10.30pm unless you are using our preferred band, [Creation](#), they can play until 11:45pm. DJs can play until 11:45pm in the Ballroom. As part of our sound restrictions in the Ballroom after 10.30pm, the two most affected bedrooms above must be booked out which includes 1 superior and 1 standard room. Check-in is from 3pm.

Please note, a damage deposit of £2,000 will need to be paid in advance, this will be refundable post event if no damage is caused to the venue by suppliers.



## THE BALLROOM

Described by English Heritage as 'the grandest example of a Victorian ballroom in existence', The Ballroom at 8 Northumberland Avenue is the jewel of the venue. The high ceilings, impressive chandeliers, grand columns, stained glass windows and ornate detailing all ensures that your event will not be forgotten. Hidden behind its classic looks the Ballroom also boasts cutting edge intelligent lighting and 3D holographics ensuring you never have to compromise.

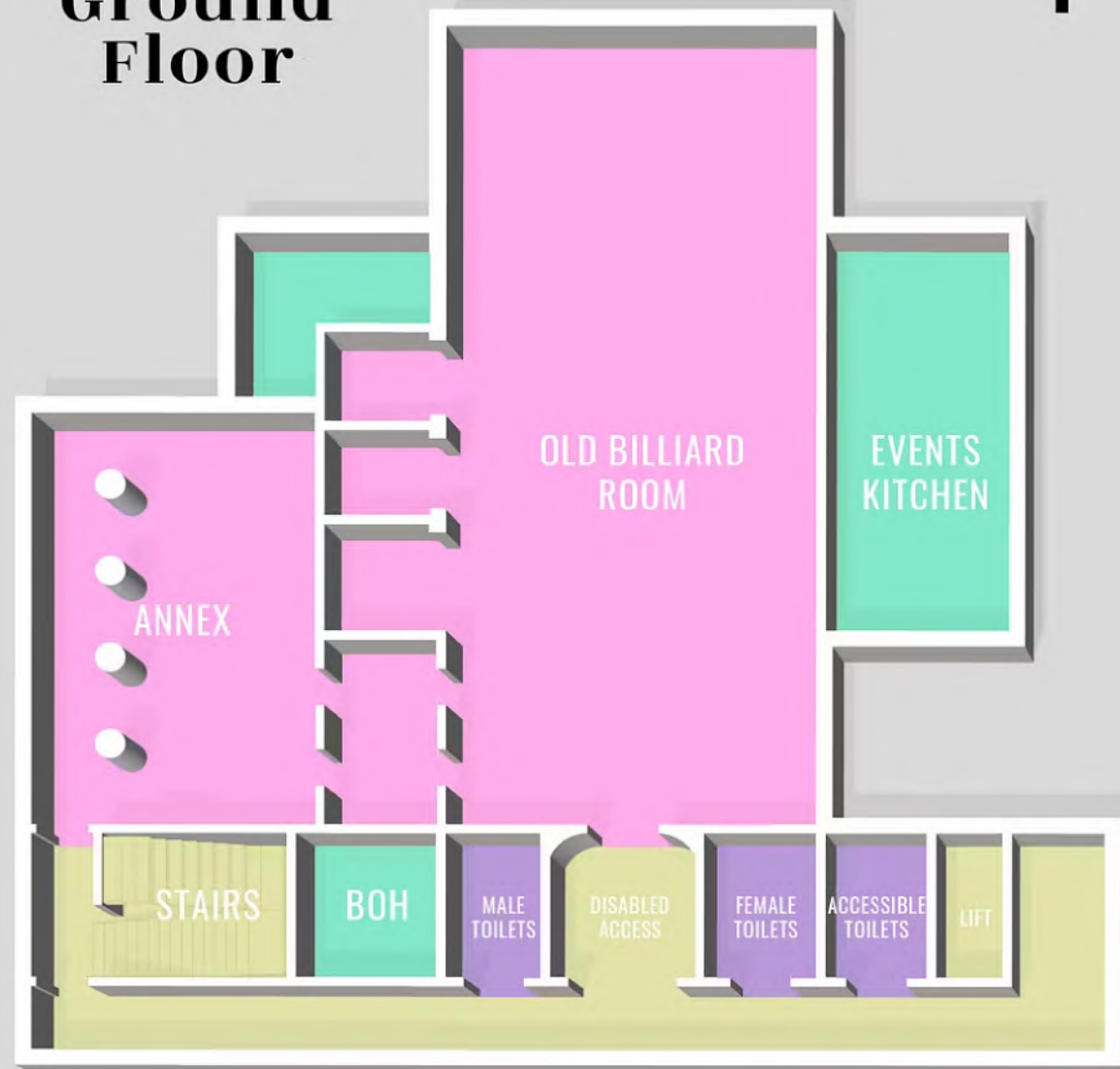




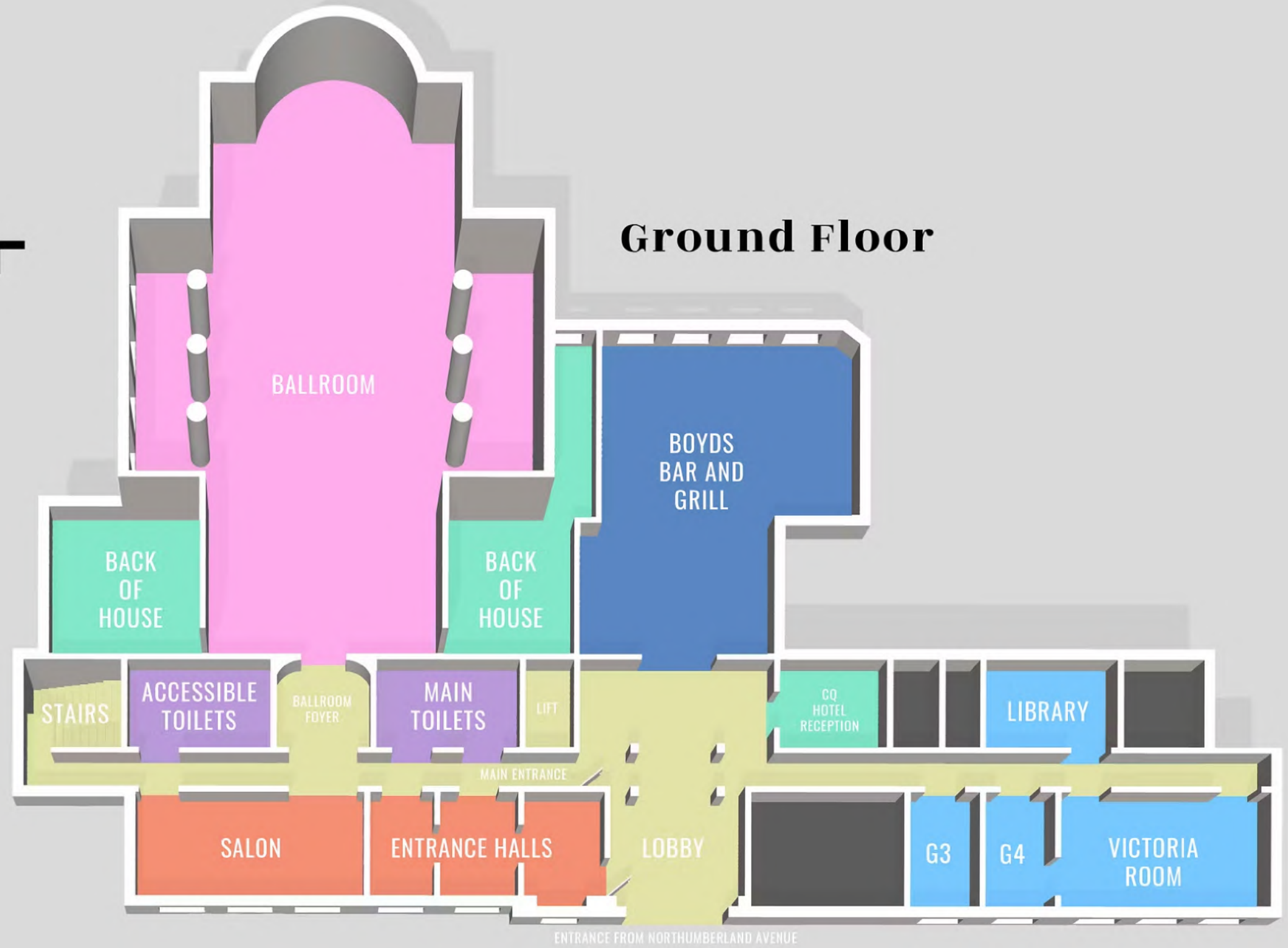
# Floor Plan



## Lower Ground Floor



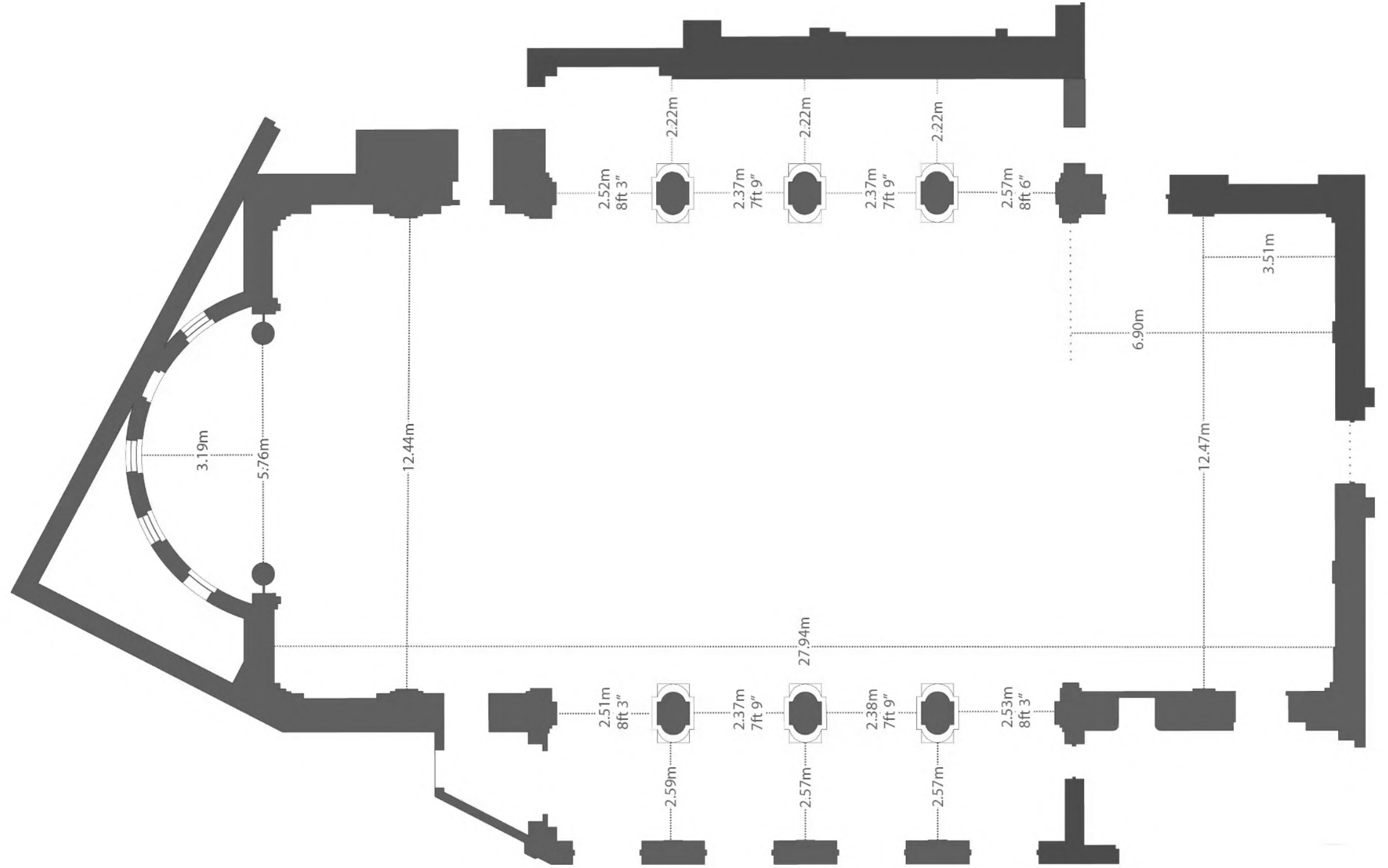
## Ground Floor





# Floor

## THE BALLROOM

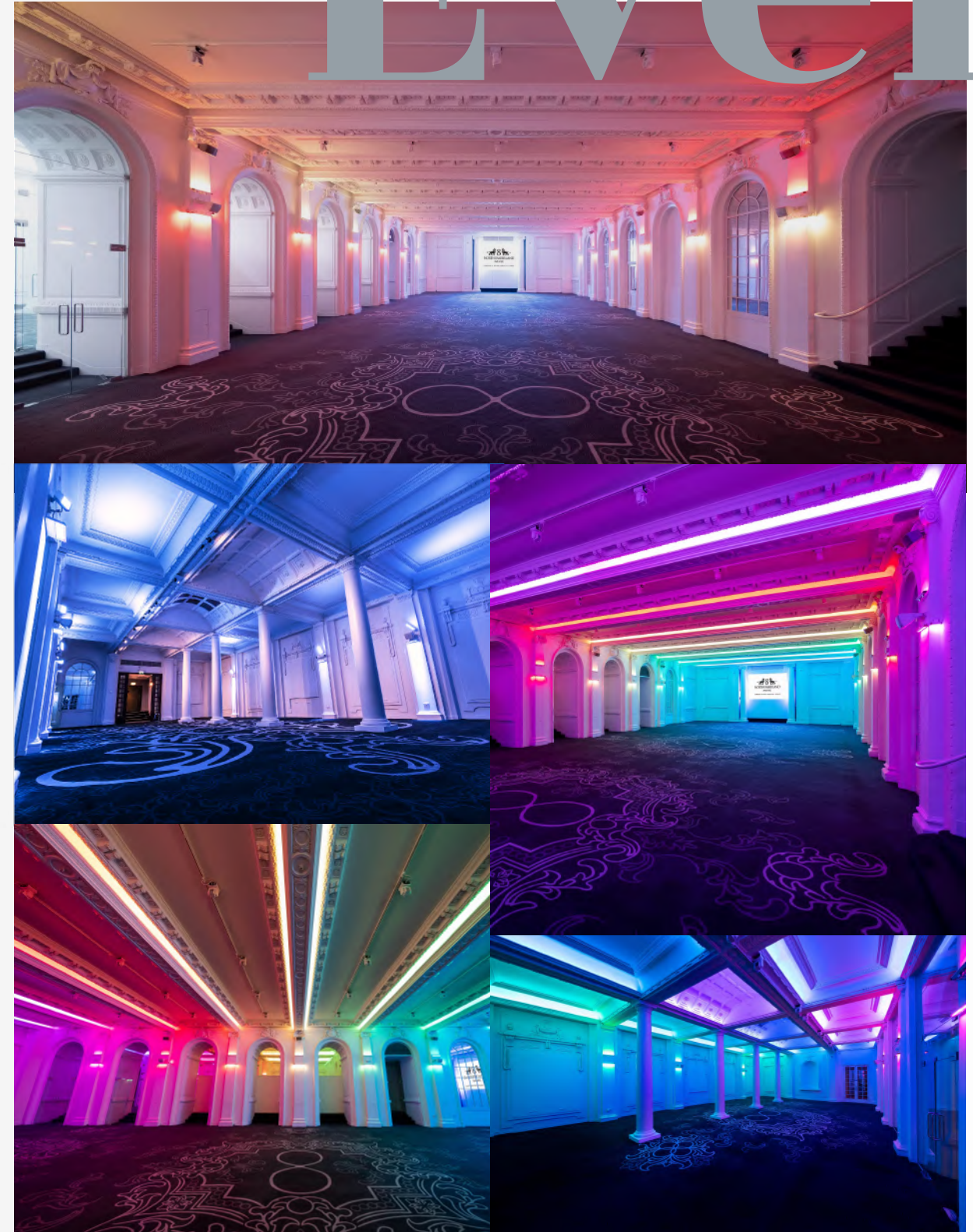


# Plan



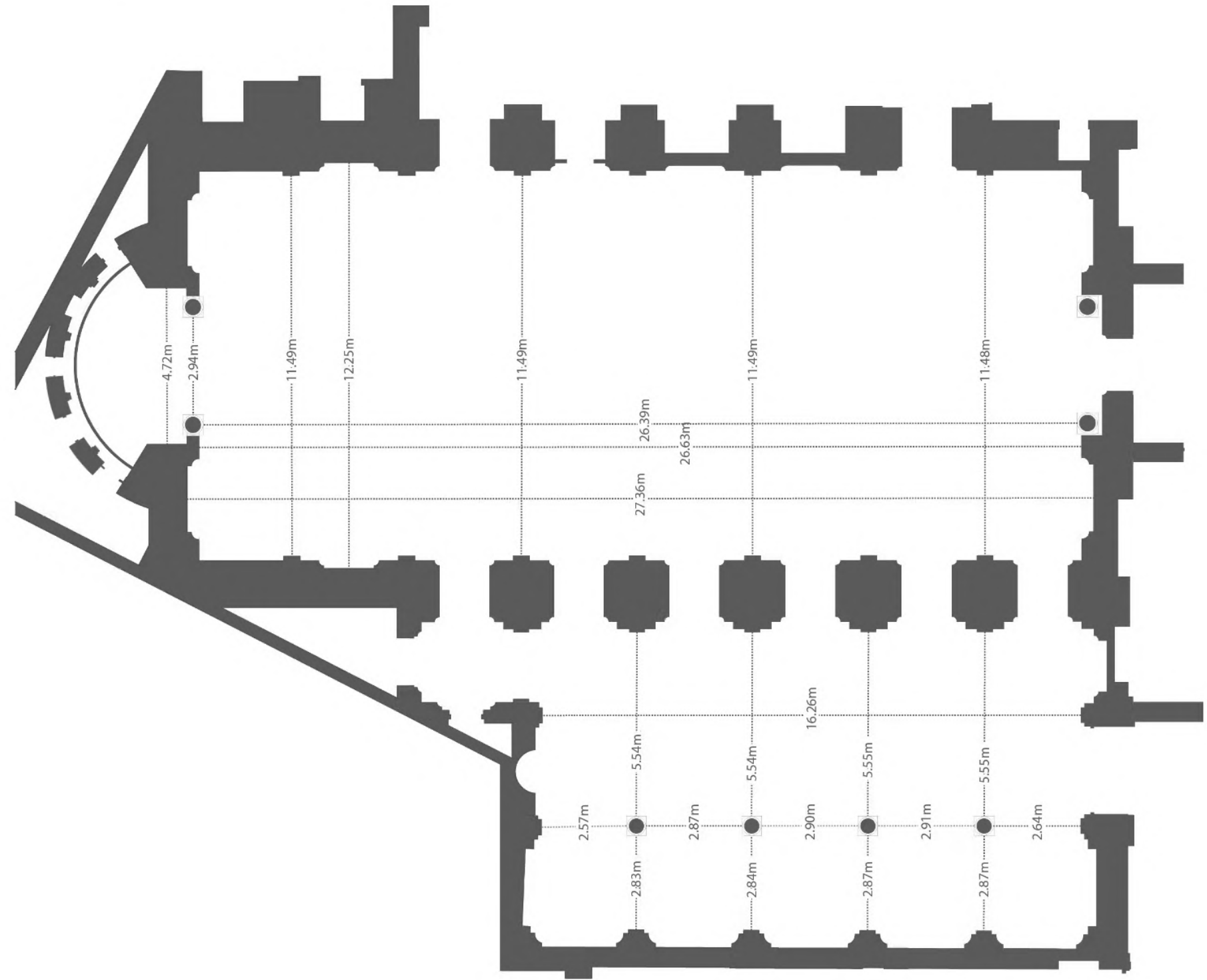
## THE OLD BILLIARD ROOM & ANNEX

**The Old Billiard Room** and **Annex** are the most adaptable of our central London venue spaces. The combination of white walls, mirror details and subtle architectural touches create the perfect blank canvas spaces. The two spaces work together to lend themselves to all event types facilitating breakout sessions and receptions flawlessly. Both spaces are also fitted with our state of the art intelligent lighting that is scientifically proven to increase guest engagement.





## THE OLD BILLIARD ROOM & ANNEX





# Approved Caterers



[sales@sapna.co.uk](mailto:sales@sapna.co.uk)

'Our experienced events team, together with our wedding specialists, will work hand in hand to produce a tailor - made menu reflective of your personal style, fitting in perfectly with the overall look and feel of your wedding day.'



[info@lagunarestaurant.com](mailto:info@lagunarestaurant.com)

'Established since 1984, the Laguna brand has become synonymous with fine Asian catering and events. Laguna have accumulated a wealth of expertise and knowledge in event catering and management'.



**PREETI CATERING**

[info@preeticatering.co.uk](mailto:info@preeticatering.co.uk)

'At Preeti Catering We offer professional event management to orchestrate all aspects of your special day including our delicious food and efficient service.'



**GREENLEAF**

[eventsteam@greenleafservices.com](mailto:eventsteam@greenleafservices.com)

'We pride ourselves on our Award Winning catering services and outstanding quality of food. Unrivalled 36 year reputation, exceptional services and a great eye for attention to detail'



**CLAY OVEN**

[sales@sapna.co.uk](mailto:sales@sapna.co.uk)

With over 30 years of devoted service to generations of families, The Clay Oven is an Indian wedding catering company based in London, providing Asian wedding & event catering services throughout the UK



**SIGNATURE**

[info@signature-banqueting.com](mailto:info@signature-banqueting.com)

A London based catering service providing you with the finest authentic Punjabi cuisine. They cater for the most intimate gatherings to large-scale events.



**KING SOLOMON'S CATERING**

[enquiries@kingsolomonscatering.com](mailto:enquiries@kingsolomonscatering.com)

King Solomon's Catering has been providing African and Caribbean cuisines with a distinctive service for over 15 years under the charge of an artistic, exceptional talented and Professionally Trained Head Chef, Solomon Quartey



# Approved Kosher



**EAT ME**

[benjy@eatmeevents.com](mailto:benjy@eatmeevents.com)

Eat Me Events and Catering is a Kosher supervised caterer known for culinary innovation, exceptional flavours & beautiful food

*Jason Millan*

**JASON MILLAN**

[Michelle@jasonmillan.co.uk](mailto:Michelle@jasonmillan.co.uk)

With more than 15 years of imprinting in the world of kosher banqueting, Jason Millan is recognised as one of the leading providers of kosher catering both in the UK and Europe.

**TONY  
PAGE**

**TONY PAGE**

[events@tonypage.com](mailto:events@tonypage.com)

Tony Page Ltd is the UK's finest Kosher caterer creating bespoke events throughout the UK and Europe. With an unparalleled position in the events industry.

**PHILIP SMALL**  
CATERERS AND EVENT PLANNERS

**PHILIP SMALI**

[Philipsmall@philipsmall.co.uk](mailto:Philipsmall@philipsmall.co.uk)

For the past 25 years Philip Small and his team have been delivering fabulous parties to the most discerning of clients.

# Caterers





# Club Quarters Hotel Trafalgar Square

## **BOOK FOR LESS THAN 10 ROOMS**

Please book via: <https://clubquartershotels.com/northumberland-events> using code 10M7QO or call the reservations team on 020 7451 5800 and quote our members code "8northumberlandavenue" for the best available rates.

Our members rate is a discounted rate available based on hotel availability, so please book as soon as possible to secure your rates.

## **BOOK FOR MORE THAN 10 ROOMS**

Contact [groupsuk@clubquarters.com](mailto:groupsuk@clubquarters.com) or call 0207 451 5852 and quote our members code "8northumberlandavenue" for the best available rates.

## **2024 CLIENT BEDROOM RATES**

Club Room: from £214 + VAT

Standard Room: from £250 + VAT

Superior Room: from £270 + VAT

Suite: from £334 + VAT

Prices correct at time of writing. Please note these discounted rates are discretionary and may fluctuate up and down depending on season and demand and we cannot guarantee any rates.

All prices are for single occupancy only, double occupancy will be a £14 + vat supplement. Breakfast not included. Check in: 3pm / Check out: 12pm (Midday)

Please note that a temporary hold of £100 will be taken by the person checking in on arrival. This is for incidentals and will be released back onto the card on check out if no further charges apply.

Breakfast Buffet is served 7.30am - 11am in Boyds Brasserie:  
£25.00 for full English Breakfast Buffet, £19.95 Continental Breakfast



# Parking

## **ON STREET PARKING BAYS, WC2N 5BY**

Westminster council detail all available parking bays on their website. Please click on this [link](#) to visit RingGo and insert the post code WC2N 5BY to see where the spaces nearby are and to get real time parking availability in Westminster and rest of London.

## **CAR PARKS NEAR 8 NORTHUMBERLAND AVE, WC2N 5BY**

As we do not have any on-site parking at the venue we have made arrangements for you with Q-Park Leicester Square who offer our guests a 20% discount on pre-bookings for 24-hour parking. You can make your booking only via their website.

To receive the discount, please follow [this link](#) and enter the promotional code '8NHLON20',

NB the 20% discount applies to 24 hour booking rates when pre-booked. It does not apply to hourly rates, which cannot be booked in advance. Prices are subject to the discretion of Q Park.

### **Q-Park Leicester Sq - Recommended**

Whitcomb St, WC2H 7DT

7 minutes walk away

205 spaces

58 motorcycle spaces

4 electric car spaces

Height: 6'5" / 1.95m

Width: 7'6" / 2.30m

### **BOOKING LINK**

20% off 24 hour bookings: 8NHLON20

### **JustPark - Adam House (Savoy Place)**

John Adam St, London WC2N 6AU

4 minutes walk away

1.7m height restriction

### **BOOKING LINK**





# Licensing and Sound

## **FOOD HYGIENE RATING**

8 Northumberland Avenue and Boyds Grill & Wine Bar have a Westminster Council Food Hygiene Rating via Score on the Doors of 5/5. View [here](#)

## **PREMISES & WEDDING LICENCES**

8 Northumberland Avenue and Boyds Grill & Wine Bar have a Westminster Council License between 7am and 2am for most event based activities. We also have a Wedding Licence. Any structures or furniture placed outside require a council application and authorisation (for a fee), along with hotel agreement.

## **SOUND AND NEIGHBOURS**

There is a maximum limit of 90 decibels in the venue, reducing further to 85dB after 10:30pm, and 75dB after Midnight. Sound levels will be monitored at all times and if the sound or bass generated by the event is in excess or creating a disturbance at any time, the venue is permitted to take steps to reduce the sound levels. We do not permit drums to be played before 09:00 AM or after 22:30 PM. Please discuss questions regarding timings with your Venue Manager. All music must end 15 minutes before the venue hire time concludes.

### Ballroom

- Bands, Drums or MC's are not permitted to play/perform past 10.30pm in the Ballroom
- Any DJ is permitted to play until 11.45pm in the Ballroom (no MC'ing), and our preferred DJ's may be allowed to play later in the Ballroom at your Venue Manager's discretion with approval.
- There is a background PA system in the Ballroom suitable for low level background music and VOG calls for conferences/dinners only. Please note, this PA system is not adequate for speeches.

### Old Billiard Room

- Bands can play until midnight in the Old Billiard Room. DJs are permitted to play until 1.45am in the Old Billiard room.
- There is a background PA system in the OBR suitable for low level background music and VOG calls for conferences/dinners only. Please note, this PA system is not adequate for speeches or music.

### Annex, Salon & Outside the building

- No amplified music can be played in the Annex and Salon (with exception of low level small Bluetooth speakers).
- No amplified or live music can be played outside the front of the building or in the lobby as it is a shared space with Club Quarters Hotel.



# Sustainability

Our mantra is to **Reduce, Reuse, and Recycle**, with a focus on reducing waste first. We implement this approach in all aspects of our venue, catering, and production. For example, we reduced the use of building materials when renovating our Victorian building, significantly reducing its carbon footprint. We also reuse decorations and recycle materials such as cooking oil, cardboard, glass, and food waste. Our commitment to sustainability continues as we always strive to do more.

To **work with sustainable suppliers** and reduce our supply chain's impact, we prioritize using British and locally sourced produce whenever possible. We aim to minimize waste by designing menus that work in harmony with the seasons and measuring recipes to reduce portions and waste.

In support of our local community, all of our produce, where possible, is British and locally sourced, and our menus are seasonal. Having a dedication to using local produce within a certain vicinity of the venue, not only means that ingredients are fresh and delicious but also that our carbon footprint is reduced. Our meat comes from Kent, Norfolk, Essex or Scotland (beef). Our fish is all MSC Blue label, and is invariably British. Sourced from within a one-hundred-mile radius of London, our vegetables when in season, are purchased on mass. Our dairy supplier has a 100% carbon neutral status, and has held the BRC Global Standard for Storage and Distribution for the last six years, ensuring that the quality and safety of products are fully maintained.

To **reduce energy use and our carbon footprint** we are constantly looking at how we can reduce our carbon footprint across the business, and the wider impact we have on the environment, from using automated LED lighting systems, to smart light sensors in store rooms, to using our special grill in the restaurant which mixes gas and air to use 70% less gas. Our lighting control system allows us to set eco-settings when the room is not in use, using low levels of green light to minimize electricity consumption.

To **reduce emissions from travel and transport** associated with our venue, we prioritise suppliers committed to minimising their environmental impact. As a central London venue, less than 1% of our guests arrive via private transport, and we encourage cycling to work with a cycle to work scheme and 20% of our fixed team cycling. We limit the number of suppliers to reduce deliveries, and orders are consolidated to minimize the number of deliveries. In addition, we use an on-site water filtration system, eliminating the need for heavy water deliveries.

We split our **waste** is split into three categories; recycling, food and general waste. Food waste is recycled via **ReFood**, general waste is incinerated and converted into electrical energy, and recyclables are processed as such.

Consumables & chemicals we use are all eco-friendly, and we are constantly working to reduce our plastic use. During the cooking process we collect any excess oil which is then cleaned and recycled. Any leftover oil from food or from meats, such as lamb and duck, are saved and used to enhance flavours whilst cooking.



# Get in touch with us

020 3263 1011

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