

# PUGIN ROOM

Rates valid from 31 March 2025

	Period of hire <sup>1</sup>	Capacity <sup>2</sup> minimum / maximum	Room hire <sup>3</sup>		Minimum catering spend <sup>4</sup>	Mandatory service charge <sup>5</sup>
			Full tariff	UK Registered Charity tariff		
Thursdays from 6:00 PM, Fridays and Saturdays, and other days during Parliamentary recesses						
Seated lunch <i>with pre-prandial drinks</i>	12:00 PM – 4:00 PM	10 / 18	£1,500	£900	£663	+ 12.5%
Afternoon reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 12:00 PM – 5:00 PM <sup>6</sup>	33 / 60	£1,500	£900	£1,419	+ 12.5%
Standing afternoon tea <i>food served from 3:00 PM</i>	1:00 PM – 5:00 PM	36 / 60	£1,500	£900	£900	+ 12.5%
Evening reception <i>canapés or bowl food</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM <sup>6</sup>	39 / 60	£1,500	£900	£1,677	+ 12.5%
Seated dinner <i>with pre-prandial drinks</i>	<i>4 hrs between</i> 6:00 PM – 11:00 PM <sup>6</sup>	12 / 18	£1,500	£900	£842	+ 12.5%

1. Period of hire is the total time you have access to the room, to include any set up and breakdown requirements | 2. recommended minimum/contracted maximum | 3. inclusive of VAT | 4. calculated based on recommended minimum capacity, inclusive of VAT – regardless of any eligible discount and excluding service charge | 5. payable on all food and beverage spend | 6. 5-hour period of hire available for additional fee | NB. weekend labour supplement applied to events commencing from 3:00 PM on Fridays and all-day Saturday