

# **Hiring the Pavilion**

Private use of the Pavilion for two hours. We offer the following time slots to book:

## **April – September (Summer)**

Morning: 9 – 11am

Afternoon: 12 – 2pm

Evening: 3 – 5pm

# October - March (Winter)

Morning: 11am - 1pm

Afternoon: 2 - 4pm

Maximum capacity of 30 children

#### What's included

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

# Catering

All catering is provided by our in-house caterers, Colicci.

We offer a selection of party bags or shared platters.

For full menus options please contact venuehire@horniman.ac.uk

Please note that catering and catering staff are charged as an additional cost. Further details included on menus.

### **Entertainment**

Make the party even more memorable with entertainment provided by one of our favourite performers. From dancing discos 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 £3.25
Adult ticket £6.50
Please note that last entry to the Aquarium is 4.30pm

Visit the Horniman Butterfly House Child ticket  $\pounds 6.50$  Adult tickets  $\pounds 9.75$  Please note that last entry to the Butterfly House is  $3.30 \, \text{pm}$ 

Prices correct as of April 2025

### **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 the Museum or Gardens while they wait until you are ready to begin your party. Please note that you must clear the space and all guests must leave the Pavilion promptly at the end of your hire period.

### Is car parking available?

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

### Is there accessible parking?

Limited on-site car parking is available for disabled visitors - call 020 86 991872 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 in-house catering team.

# 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 horniman.ac.uk/hire/party-hire

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