

**SOMERSET
HOUSE**

step inside think outside

SUPPORTED PROGRAMMES

Black Business Residency
Exchange Bursary
Studios



ABOUT US

As the home of cultural innovators, Somerset House connects creativity and the arts with wider society. Host to the UK's largest creative community, Somerset House invites everyone to **'Step Inside, Think Outside'** regardless of age, stage, or background.

Our spectacular, historic building in the heart of London has a range of meeting rooms available for hire. Whether it's for your next big pitch, board meeting or team away day, we have a variety of spaces to choose from, for up to 20 people.

Learn more about our creative community [here!](#)



2024 UPDATE

PRICING INCREASE

There will be no increase to meeting room hire prices for supported programs this year. You will still receive the favourable rates as you always have!

REFURBISHMENT

We are giving all ground floor spaces a bit of love at the end of March – this includes a more sustainable lighting upgrade, fresh decoration and some smaller new features we think will assist in your meets.

HALF DAY/FULL DAY RATES

We are redefining what constitutes a half day & full day booking.

From 01 April 2024:

- A **half day** booking is up to and including 4 hours of use.
- A **full day** booking is over 4 hours of use.

If you have any questions about the spaces in this brochure, please discuss with:
Reception@somersethouse.org.uk or
Residents.Team@somersethouse.org.uk



FACILITIES

All of our rooms are elegantly designed with original features and equipped with:

- 2 main Receptions to guide guests
- A large screen (VGA & HDMI)
- Wi-Fi
- Whiteboard with pens provided
- Flipchart & pens
- Hybrid Video Conferencing equipment
- Adaptors available for all set ups (on request)

ROOM NAME	CAPACITY	HALF / FULL DAY RATES
COURTYARD MEETING ROOM**	12	£72/£112
THIRD FLOOR MEETING ROOM (WW)	8	£60/£72
NELSON MEETING ROOM	8	£60/£72
NEW WING 1**	8	£64/£88
NEW WING 2	14	£72/£112
NEW WING 3	16	£72/£112
NEW WING 4	20	£72/£112
WEST WING 1**	12	£32 PER HOUR
WEST WING 2**	16	£72/£112

**Step-free access

Half day = 4 Hours & Under Full day = Over 4 Hours

HOW TO BOOK

To check availability or book, complete [this form](#) and a member of the team will be in touch.

Alternatively, email reception@somersetshouse.org.uk with your requirements to discuss.

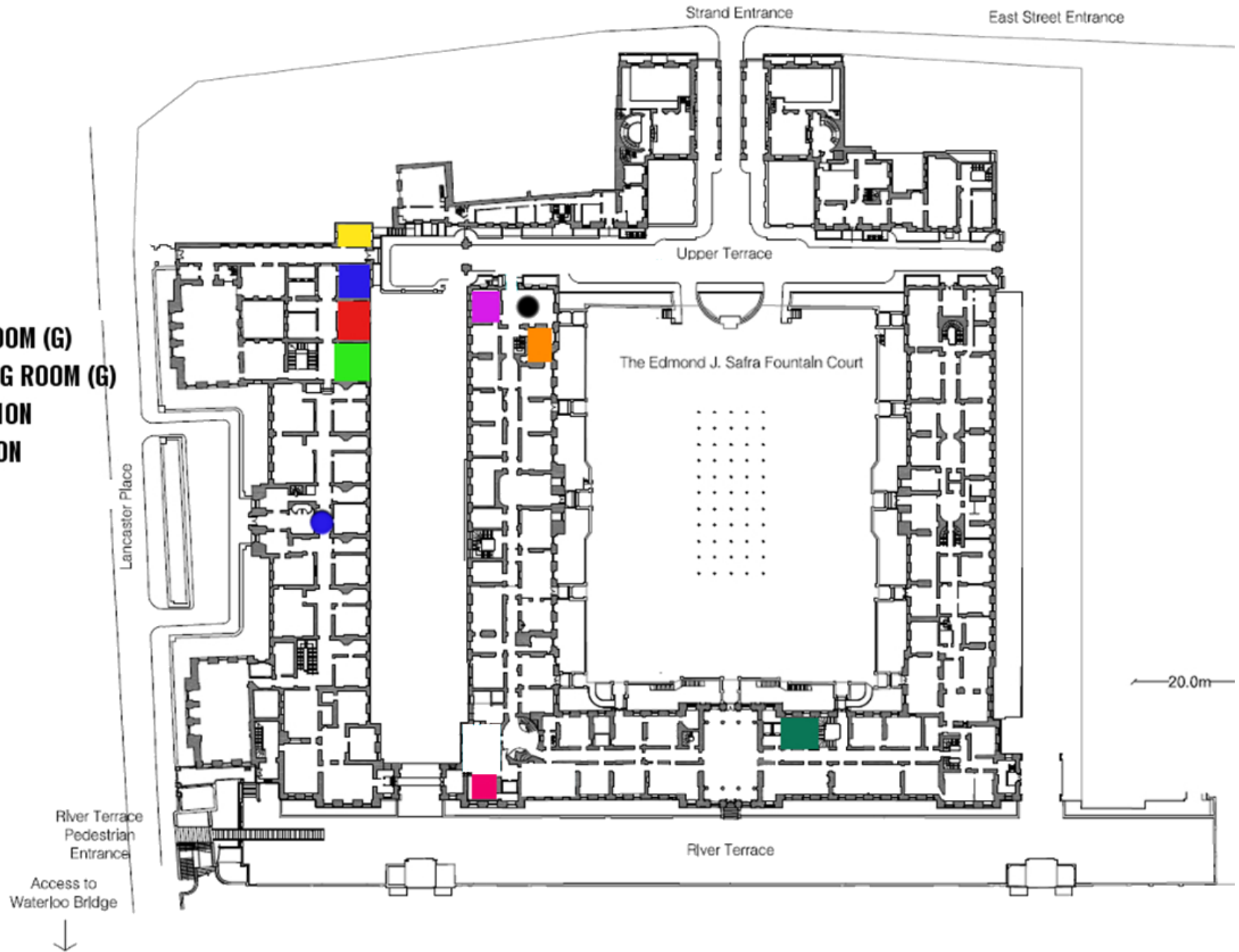
Meeting Rooms are available to book during reception opening hours (Monday – Friday, 09:00 - 17:30).

CANCELLATION POLICY

48 hours notice is required to cancel a booking with no charge, after which full charges apply. Any supplementary costs incurred for a cancelled booking will be passed on.

KEY

- NEW WING 1
- NEW WING 2
- NEW WING 3
- NEW WING 4
- WEST WING 1
- WEST WING 2
- NELSON MEETING ROOM (G)
- COURTYARD MEETING ROOM (G)
- WEST WING RECEPTION
- NEW WING RECEPTION





COURTYARD



NELSON



THIRD FLOOR



NEW WING 1



SOMERSET
HOUSE

NEW WING 2



NEW WING 3



NEW WING 4



WEST WING 1



SOMERSET
HOUSE

WEST WING 2

WHATS ON?  CLICK

A VOICE COMES TO ONE
IN THE DARK. IMAGINE.





somersehouse.org.uk

Somerset House
Strand
London
WC2R 1LA