

# HANHAM COMMUNITY CENTRE

Registered Charity: 301544



## Function Suites

*Hanham Community Centre is a privately managed community association providing a central meeting place for the people of Hanham. We provide a wide range of facilities for members and non-members.*

*Room can be hired for one-off events or meetings as well on a regular basis. Function Suites are available for Private Hire on Friday Eve and all day Saturday (and some Sundays).*

High Street, Hanham,  
Bristol. BS15 3EJ

Telephone/Fax: (0117) 9674439

Administrator: Mrs S J Nunn

Chairman: Mr K M Lawrence

[www.hanhamcentre.org](http://www.hanhamcentre.org)

[admin@hanhamcentre.org](mailto:admin@hanhamcentre.org)

Revised: Nov 2011

## The Elbow Suite

The Elbow Suite is our largest function room and is always in demand - with a high ceiling it is bright and spacious and is ideal for a wide range of functions and activities.



**Facilities:** This function room has a sprung dance floor approx 10m x 20m, and has a fully working stage with 15 hemp lines, three sets of curtains, three sets of legs (for masking), a full lighting grid with 100 circuits and 24 channels of DMX dimming. The Elbow Suite also has its own bar and bar seating area to the side - offering a 'quieter' place to sit.

**Usage:** The suite can seat **200 people** for most functions such as weddings and parties. We would recommend a limit of 192 for theatrical performances, and for some other functions a lower limit may be advised. The suite is popular for a range of activities beyond parties, including - table top sales, pamper evenings, boxing matches, barn dances, public meetings and conferences. The Suite is close to our main kitchen.

**Availability:** Available for function bookings most Friday and Saturday evenings, as well as Saturday afternoons and Sundays - the suite is also available at certain times during the week.

**Hire Rate (Guide Price):** Friday Eve; £140, Saturday Eve £160 (Contact the office for more details or see website).



Elbow Suite Bar and Seating Area



Various Functions and Events

See the Website for availability and Special Offers

## The Wessex Suite

Our second function room is about 2/3 the size of the Elbow Suite, and has a lower ceiling and smaller stage area making it a more intimate venue.



**Facilities:** This function room has a sprung dance floor approx 10m x 10m and has a small raised stage area across one side (10m x 2.5m) and some basic stage lighting. The Wessex Suite has its own bar area with a small seating area; it also has an area for setting out food (4m x m) away from the dance floor. As this is located adjacent to our field, there is also the possibility of utilising marquees in the summer. The Suite is close to our second Kitchen, and also has a large fridge to maintain buffet food prior to a function.

**Usage:** The suite can seat **120 people** for most functions, and is typically used for wedding, kids parties as well as smaller concerts and meetings.

**Availability:** Available for function bookings most Friday and Saturday evenings, as well as Saturday afternoons and Sundays - the suite is also available at certain times during the week. [Check Availability](#)

**Hire Rate (Guide Price):** Friday Eve; £95, Saturday Eve £120 (Contact the office for more details)



## Bookings

Booking a Suite for a function or public event is slightly different to booking a room for an activity or meeting. However the basics are the same. The process starts by completing a Booking Form, usually done by talking to our Administrator (copy on the website). You will also need to agree any extras such as stage lighting, corkage, kitchen access, extended hours etc – and pay a deposit of 50%. The remainder is due 1 month before the event, as well as a guest list (a week before the event). You may also be asked for a Compliance Bond (in cash) which would normally be returned. There is now extensive legislation covering all aspects which are in our Terms and Conditions (on the website).

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## The Lounge Bar

The Lounge bar is normally used by our members, but offers a more comfortable and homely venue for some smaller functions - it is a popular venue for funeral receptions.



**Facilities:** As well as having access to the main bar, the Lounge is fully carpeted and has tables and comfy seating throughout. It is air-conditioned and has a large screen TV which can be connected to a PC for presentations.

**Usage:** The Lounge Bar can comfortably cater for **80 people** seated on comfortable padded chairs. It is typically used for funeral receptions, christening receptions and 'naming ceremonies' - it can also be used for training seminars. The Lounge Bar can be connected to either of the function suites for some types of functions.

**Availability:** The Lounge Bar is available for hire most weekdays and Saturday daytime.

### Hire Rate (Guide Price):

Funeral Reception £50 (Contact the office for more details)

