

Venue Hire

at Lauderdale House



Lauderdale House



‘Everything was perfect from start to finish and the guests were full of praise for the food. I could not have asked for a better 80th birthday party.’

Jane

About Lauderdale House

Lauderdale House is an elegant historic home that dates back to 1582. Over the centuries, the House has been lived in and visited by a host of famous characters including Nell Gwynne, Samuel Pepys and John Wesley. Today, the Grade II* listed building offers flexible spaces for hire for parties, weddings, celebrations, funerals and memorials, with options to accommodate both large and intimate events.

Located a short walk from Archway tube station, Lauderdale’s attractive rooms open directly onto the beautiful terraced gardens of Waterlow Park; the perfect backdrop for photos. As a registered charity, all Lauderdale House’s income from private hire is invested back into the community, focusing on arts, heritage and education.

Please contact our events team on 020 8348 8716 or at enquiries@lauderdale.org.uk to arrange a tour of the spaces and to discuss your requirements.





Lower Gallery & Entrance Hall

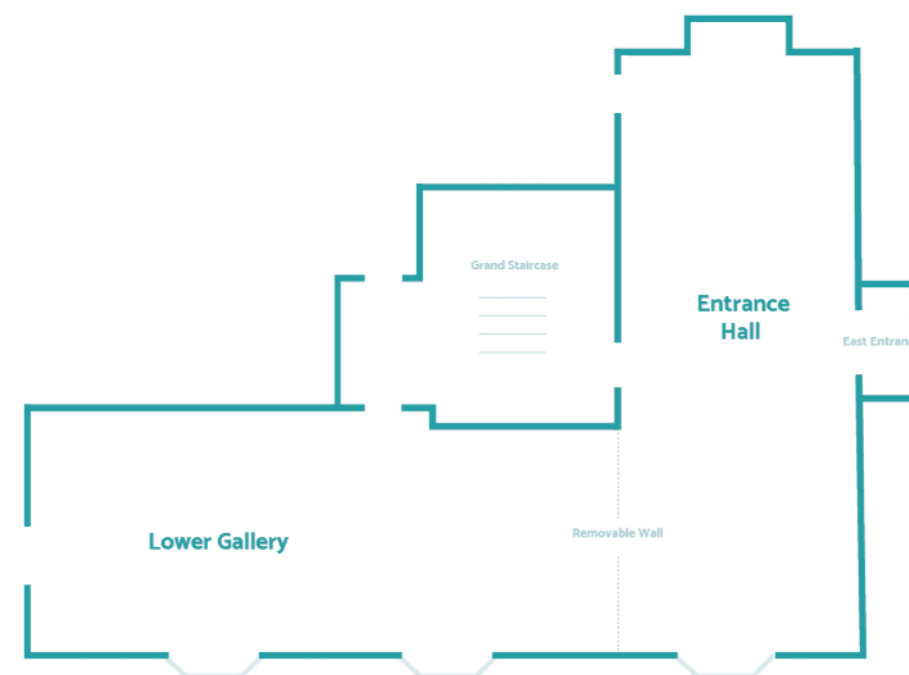
The Lower Gallery & Entrance Hall is a flexible ground floor space which can be set up as two separate function rooms or opened up into one large reception space. Boasting original Tudor features and Georgian columns, this area opens out through beautiful French windows onto the Park along the picturesque side terrace.

Capacities

Formal seated reception: 90

Informal standing buffet/cocktail reception: 130 (210 when combined with the Conservatory & Courtyard)

Please be aware that the capacities stated can be affected by the set-up and configuration requested for each function. When planning your event, please discuss your requirements with our team and we can advise you which layout would be the best for you.





Long Gallery

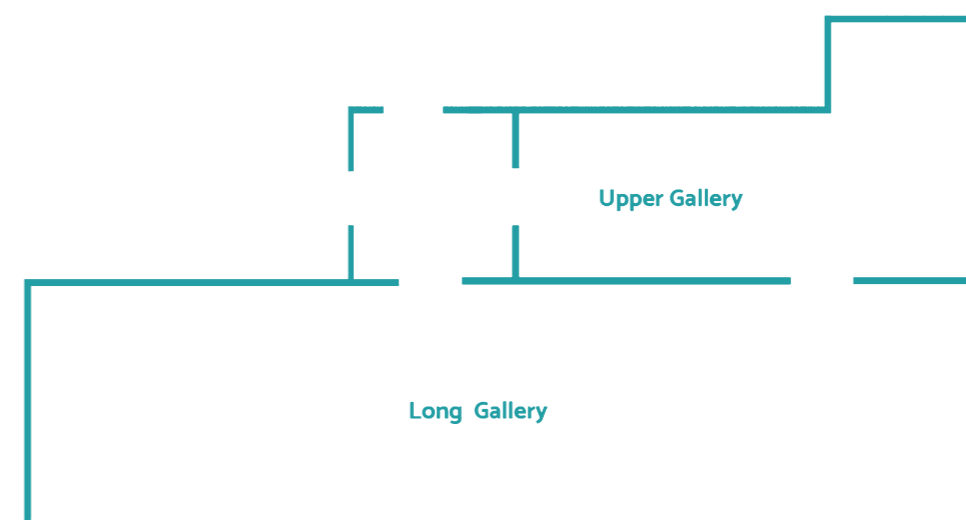
The Long Gallery is on the first floor and has stunning views over the gardens, with easy access to the Park via the Tea Lawn staircase. The period windows, Tudor fireplace and 18th century ceiling feature create a truly charming space full of character and atmosphere.

Capacities

Formal seated reception: 100

Informal standing buffet/cocktail reception: 110

Please be aware that the capacities stated can be affected by the set-up and configuration requested for each function. When planning your event, please discuss your requirements with our team and we can advise you which layout would be the best for you.





Conservatory & Courtyard

The Conservatory is a new modern building built on the site of a Victorian conservatory and designed to complement the Tudor walls of the Tea Lawn and reflect the history of the space.

A flexible and airy space with lots of natural light, it has a bank of glass walls which include large sliding doors opening out onto the Tea Lawn.

The space doubles in size when it opens out into the internal Courtyard, which also boasts a large rooflight/glass ceiling and makes a relaxed space for a buffet, canapés and drinks. It also has the potential to be used alongside the Lower Gallery & Entrance Hall to accommodate more guests.

Capacities

Conservatory & Courtyard

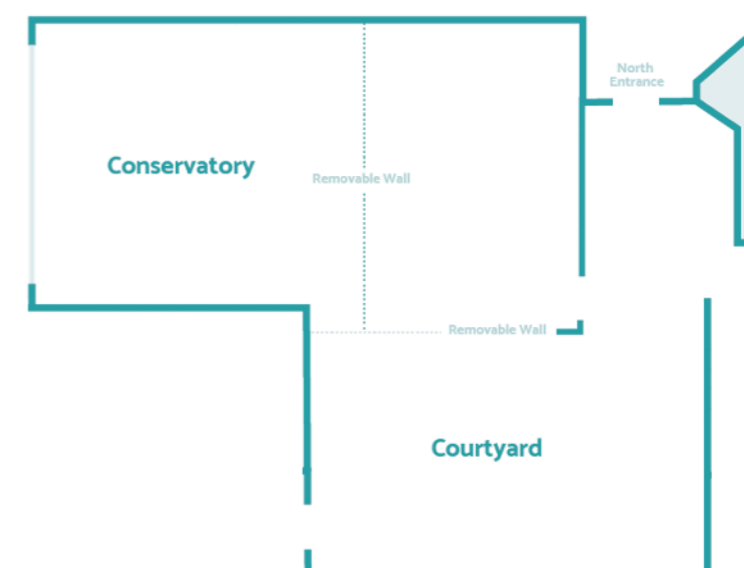
Formal seated reception: 50

Informal standing buffet/cocktail reception: 60

Conservatory Only

Formal seated reception: 35

Informal standing buffet/cocktail reception: 50





Waterlow Park

Waterlow Park was once the private estate of Sydney Waterlow. In 1889, he generously presented the land to London County Council, designating the area as ‘a garden for the gardenless’. It was fully refurbished in 2005 and is now a hugely popular public space enjoyed by local residents of all ages and backgrounds. With beautiful historic features and a variety of plants and trees, it provides the perfect backdrop for photos.

You and your guests are welcome to go anywhere in the Park during its usual opening hours, which are from early morning until dusk. However, Lauderdale House does not own the Park and therefore cannot offer any private use during the public opening hours. We have been hosting private events here for over 25 years and have always found other visitors to the space very respectful and happy to give guests plenty of space and privacy.

After dusk, when the Park is closed, you and your guests will have exclusive use of the side terrace by the French windows and the Tea Lawn at the back of the House, although you should not enter the rest of the Park. Please ask us if you would like to know the dusk closing times or have any other questions about use of the Park.





‘We just wanted to say a big thank you to you both and your teams. Our parents’ party on Saturday was a great success and people were so complimentary about the venue and the food - it was delicious! We really appreciated your patience with us and we would certainly recommend Lauderdale House and Pink Food to others.’

Wanda and Anna

Food & Drink

Our catering partners, Pink Food, will work with you to create a tailor-made menu for your event, perfectly suited to your requirements and budget. They have a thorough knowledge of how events at Lauderdale House are run and can offer a huge variety of catering options, including champagne receptions, sit-down meals or informal buffet spreads.

Pink Food is run by Bernadette Fitzpatrick, a passionate foodie with many years’ experience in the catering industry. Their approach is all about great food, using high-quality local ingredients and prioritising animal welfare and environmental sustainability. Pink Food can provide vegetarian, Halal or Kosher catering and can accommodate any specific dietary requirements and menu styles you have.



Hire Costs

We hire the Galleries by the hour for the entire period they are being used for your event (i.e. from when we start setting up for you until the last guest has left).

Generally, set-up time takes between one and a half to two and a half hours depending on the nature and scale of the function. We also recommend that you allow enough time (1 hour is usually sufficient) before the end of your booking to allow guests to finish drinks, food, conversations and vacate the venue. The role of the steward is to assist with the delivery of an enjoyable, safe and secure experience for your guests. In certain cases, depending on numbers, catering requirements and the nature of the event, more stewards may be necessary. Two stewards are required if you are using both floors.

Hire charges:

Lower Gallery & Entrance Hall (ground floor) hourly rate	£340 (2020)	£345 (2021)
Long Gallery (first floor) hourly rate	£340 (2020)	£345 (2021)
Conservatory hourly rate	£180 (2020)	£185 (2021)
Lower Gallery, Entrance Hall & Long Gallery together hourly rate	£490 (2020)	£495 (2021)
Lower Gallery, Entrance Hall, Conservatory & Courtyard hourly rate	£490 (2020)	£495 (2021)

Additional costs:

Event steward (per steward)	£90 (2020)	£95 (2021)
Cleaning	£165 (2020)	£170 (2021)

Frequently Asked Questions

Can I book the outside spaces in the park?

Lauderdale House is situated in Waterlow Park, which is a public park owned by Camden Council. Until the Park closes, which is at dusk, your guests are free to be anywhere in the Park. While there is no private use of any areas in the Park during its opening hours, we have been hosting weddings here for over 25 years and have always found other visitors to the space very respectful and happy to give wedding parties plenty of space and privacy.

When the Park closes at dusk you and your guests may continue to use the side terrace by the French windows and the Tea Lawn at the back of the House. To confirm dusk closing times or to have the use of the Park explained in greater detail please ask us.

Can we use confetti?

Genuine natural flower petals are fine to be used in outside areas, but synthetic confetti is strictly prohibited. Confetti of any kind is unfortunately not permitted inside Lauderdale House.

Can I use an external catering company / bring my own catering?

Pink Food, our catering partners based on-site, provide wonderful catering for all functions taking place here at Lauderdale House, so external catering via a company or hirers is not permitted. Pink Food are extremely professional, experienced and will work with you to create a delicious offering of food and drink for you and

your guests to enjoy.

Will there be an exhibition in place for my function?

The House has several gallery spaces that are used for exhibitions throughout the year, which change every 4 weeks, beautifully bringing the house to life. If you feel that having artwork on display would be an issue, we can arrange to have this removed for your event, at an additional cost. We will require at least 4 weeks' notice to arrange this for you.

Will the café be open during my booking?

The Lauderdale Café, which is run by our catering partners Pink Food, will remain open from 8.30am to early evening but this will not affect your booking. Members of the public visiting the café will not have any access to your function spaces.

Do you have parking?

Lauderdale House does not have any parking, but we do have a side vehicle entrance where deliveries/collections can be made, and disabled guests dropped off and collected. We can also arrange for your bridal party to be dropped off here.

Highgate Hill (The road directly outside the House) and several other roads in the immediate area have on-street parking which is free after midday on weekdays and free all day on Saturdays and Sundays. Pay and display is in operation outside of these times in some of the

areas. However, please always check signage before you park your vehicle. There is a single on-street disabled parking bay outside the front of the building for Blue Badge holders.

Do you have any speakers, audio equipment, lighting, projectors etc. that we can borrow?

We don't have anything in-house, but you are of course welcome to hire in any equipment you might require. It's always best to check with us first to ensure the equipment is suitable for the spaces at Lauderdale House.

Can I hire in my own furniture?

If you don't wish to use our in-house furniture, then you are more than welcome to hire some in. All we request is that you liaise with us regarding dropping off and collecting as we do not have any storage space for additional furniture.

How do I arrange my ceremony with the registrar?

Lauderdale House comes under the Borough of Camden so simply contact the Registrar at Camden Town Hall (www.camden.gov.uk / 020 7974 4444) at the earliest opportunity to book registrars to officiate the ceremony.

Can I decorate the venue?

Due to our Grade II* listed status we can't have anything attached to the walls in the venue, so it is best to plan your decoration around free-standing or table-top pieces, such as flower arrangements. In our Lower Gallery we have a series of hooks which can be used for bunting.

Battery-powered fairy lights can be used to decorate the railings along the side terrace. No naked flames are permitted in or around the building, but battery-powered LED candles etc. are of course fine. If in doubt, please check with us before making a decision on your decorations.

Can I have live music/DJs?

You most certainly can! We have several power points in most rooms that can be used as required, as well as two beautiful grand pianos. We always monitor sound levels in and around the venue to ensure our neighbours are not disturbed, but live bands and DJs with amplification are more than welcome during your booking. Before confirming your entertainment, please let us know what set-up you are planning in advance so that we can work with you to ensure everything goes smoothly.

Do you have disabled access?

We are fully accessible for disabled persons. We have a lift to the first floor and two disabled toilets located on the ground floor. Please do let us know in advance if you are expecting any disabled guests to give you guidance on entrances and to ensure staff are on hand to assist on the day if required.

Do you have recommended suppliers?

Having hosted all sorts of events at Lauderdale House for over 25 years, we know many local suppliers who we will be happy to put you in touch with. Please let us know if you require any recommendations.

Photography

Susannah Fields (pages 2, 4, 6, 10, 12 & 13)

Jefferson Smith (pages 4, 6 & 8)

Polly Hancock (pages 1 & 6)

How to find us

Tube: Archway on Northern Line

Bus: 143, 210, 271 (Waterlow Park stop) W5 (to Hornsey Lane)

Car: We are situated on Highgate Hill (B519). There is no off-street parking but there is pay and display parking on Highgate Hill. Parking outside the House is free from midday and all day Saturday and Sunday. There is one disabled parking space outside the House.

020 8348 8716

enquiries@lauderdale.org.uk

www.lauderdalehouse.org.uk

Waterlow Park, Highgate Hill, London N6 5HG

Lauderdale *House*