

# Rooms Licensed for Events



ROOM	CAPACITY	WEEK DAY	FULL DAY	WEEK - END	FURTHER INFORMATION
<b>Spanish Barn</b>	200	£500 per day 9 am - 12 am			May be hired for all forms of events: receptions, parties, theatrical productions etc <b>All beverages permitted</b> <b>Please note: this space is unheated</b>
<b>Long Gallery</b>	100	£80 per hr	£200 9 am - 5 pm		When available may be hired for conferences, meetings, receptions, lectures, coffee mornings. <b>Hot food heated using chafing dishes permissible</b>
<b>Ballroom</b>	60	£80 per hr	£200 9 am - 5 pm	£115	May be hired for a buffets, lectures, seminars and conferences etc <b>Hot food heated using chafing dishes permissible</b>
<b>Dining Room</b>	60	£80 per hr	NA	£115	Available on request
<b>Chapel</b>	100	£80 per hr	NA	£90	Musical performances and lectures
<b>Laybrothers Refectory</b>	65	£75 per hr	NA	£90	Available on request- suitable for evening receptions <b>Please note: this space is unheated</b>
<b>Cellarers Undercroft</b>	65	£30 per hr	NA	£40	Available on request- suitable for evening receptions <b>Please note: this space is unheated</b>
<b>Palm House incl Gardens</b>	Available on request				Tea parties, receptions during the Summer
<b>Marquees</b>	£350 per day 9 am - 11.30 pm				The lawn in front of Torre Abbey can be hired to site a marquee. <b>Marquees not provided</b>

## NOTES

1. Public liability insurance is calculated as an additional 10% of the overall hire charge
2. After 6pm (5pm Nov to Feb) there is a charge, additional to the hourly room rate, of £70. This is a one-off charge which covers any number of rooms hired
3. Setting up and clearing away time is NOT included in the hire cost. For the Spanish Barn, this is charged at 50% of the day rate
4. As a museum we cannot allow beverages which may stain the collections. Acceptable beverages are; tea, coffee, white wine, champagne and non-staining fruit juices. All beverages permitted in the Spanish Barn.
5. If alcohol is consumed in the Spanish Barn, our licensing conditions require one Torbay Council SIA registered steward to be hired for every 75 guests

Contact Rob Osborne: 01803 - 20 76 55

### Charges for Stewards are:

under 5 hours     £15.50 per hr  
over 5 hours     £12.50 per hr