



Room Hire Brochure

Introduction



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The Old Library is a West Norwood landmark which has been providing a venue for local meetings, activities, events and learning since 1888.

The Old Library is managed by local charity Rathbone who provide a range of services to young people and adults with learning disabilities across Lambeth.

With excellent transport links to neighbouring areas of Brixton, Streatham, Croydon and Crystal Palace.

The Old Library is situated within a minute's walk from West Norwood station which provides direct connections to Clapham Junction, London Victoria and London Bridge.

Situated in the heart of West Norwood with its thriving café culture there is a wide range of choice for refreshments and lunch nearby. Alternatively we are happy to discuss catering your event for you.

We have a range of multi-purpose rooms which are regularly used for meetings, training, exercise classes, clubs, social gatherings and events. The building is wheelchair accessible with a lift to the first floor.

If you have any further queries please to contact our Facilities Manager on the number below.

The Meeting Room



This space is ideal for board meetings, forum discussions, workshops and training sessions. The adaptable layout of this space means it can be arranged to suit a variety of needs. For boardroom style meetings the space comfortably seats 12 people. Workshops or training session for 8-15 people depending on your needs. The room is equipped with Smart TV, hearing loop and Wi-Fi.



The Hall



This light and airy multi-purpose room is a great space for conferences, social events, rehearsals, training events and large meetings. The room comfortably fits 50- 60 people with the option of opening up the space into one large area with a capacity for 100-120 people either in a cabaret or theatre layout



The room is Wi-Fi enabled and has a 70 inch Smart Screen available.



The Lounge



This relaxed and informal space is great for sessions with young people, less formal meetings and group work. Additionally it can be used for training and a workshop space or hired as a break out area to The Hall.

It has a Smart TV screen and is Wi-Fi enabled. The room contains two hair and beauty stations, a small kitchenette area with sink and work surface making it a great creative workshop space for small groups.



The Classroom



This fully equipped IT suite has PC works stations for 10 participants. Also available to supply are TV screen, projector and screen, broadband internet and Wi-Fi. There is access to photocopying and printing facilities which are charged per copy/print.



The Studio



The recording studio has a live room and a **control room**. **The studio's equipment and** sound engineer make it an ideal space for those looking for a rehearsal and recording space as well as wanting some assistance with mixing, editing and post-production. The studio has broadband internet, capacity for 6-8 people and has a dry clear sound.



Features:

Firewire mixing desk	Active monitor and sub
Midi key board	Drum Kit
Focusrite mic preamp	Microphone
Wi-Fi	Dual monitor screens
6 core Apple Mac Pro	Guitar amp



Contact Us

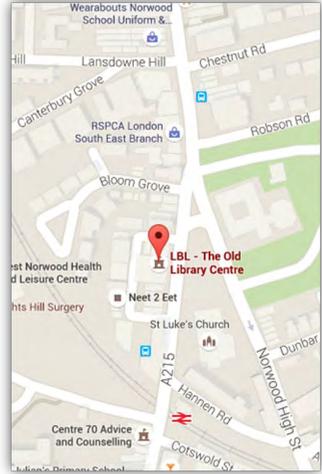
You can manage your own booking via our website:



<http://rathbonesociety.org.uk/the-old-library/bookings-enquiries/>

If you have an enquiry or prefer to speak to somebody please phone 020 8766 9280 to speak to our Facilities Manager.

The Old Library, 14-16 Knights Hill,
West Norwood, London SE27 0HY



Additional Resources

Printing and Photocopying Facilities

All laptops have access to our printer. Photocopying and scanning available. A3, A4 and A5 copying available in colour and black & white. Laminating is also available in A3, A4 and A5 sizes.

Items for hire:

Laptops • Flipchart stands • Projector • Smart Screen

Catering packages:

Our catering selections are designed to complement the nature of the event and your budget. Please contact our Facilities Manager to discuss your requirements and our prices. You can provide your own catering but this must be prearranged and will be subject to a flat rate fee.