

ROOM HIRE
CHARGES
FOR 2026

PEAK SEASON
APRIL TO OCTOBER
2026

OFF PEAK SEASON
JANUARY TO MARCH,
NOVEMBER & DECEMBER
2026

WEEKDAY (MON-THUR)	EMPEROR SUITE & CAESAR SUITE	£5,800	£4,800
FRIDAY	EMPEROR SUITE & CAESAR SUITE Option 1 - Daytime Event Set-up: 8.00am - 1.00pm Function: 1.00pm -7.00pm Clear down: 7.00pm - 9.00pm or Option 2 - Evening Event Set-up: 12.00pm - 5.00pm Function: 5.00pm - 11.00pm Clear down: 11.00pm - 1.00am	£6,800	£5,800
SATURDAY/ BANK HOLIDAY	EMPEROR SUITE & CAESAR SUITE Option 1 - Daytime Event Set-up: 8.00am - 1.00pm Function: 1.00pm -7.00pm Clear down: 7.00pm - 9.00pm or Option 2 - Evening Event Set-up: 12.00pm - 5.00pm Function: 5.00pm - 11.00pm Clear down: 11.00pm - 1.00am	£8,300	£7,300
SUNDAY	EMPEROR SUITE & CAESAR SUITE Option 1 - Daytime Event Set-up: 8.00am - 1.00pm Function: 1.00pm -7.00pm Clear down: 7.00pm - 9.00pm or Option 2 - Evening Event Set-up: 12.00pm - 5.00pm Function: 5.00pm - 11.00pm Clear down: 11.00pm - 1.00am	£7,800	£6,800

* New Years eve is not included in the above rates.



DRY VENUE HIRE (SELF CATERED EVENTS) with the exception of special effects

STANDARD EVENT TIMINGS (Choose from Option 1 or Option 2)

Option 1 - Daytime Event

Set-up: 8.00am - 1.00pm

Function: 1.00pm - 7.00pm

Clear down: 7.00pm - 9.00pm

Option 2 - Evening Event

Set-up: 12.00pm - 5.00pm

Function: 5.00pm - 11.00pm

Clear down: 11.00pm - 1.00am

- Any hours outside of the above event schedules are charged as extra hours.
- Where both schedule options are booked on the same day, the second schedule is treated as a second function and charged at 70% of the standard room rate.
- Set-up and clear-out periods are strictly allocated for those purposes only and are non-transferable. If the function extends into these times, additional hours will be charge accordingly.

ADDITIONAL VENUE HOURS (Hourly Extensions)

Extra hours may only be added to extend one continuous event programme.

- ◆ Monday to Thurs £350 per hour
- ◆ Friday £400 per hour
- ◆ Sunday £450 per hour
- ◆ Saturday/Bank Holiday £500 per hour

- Late night extensions beyond 1.00am: £1,000 per hour (subject to council approval)
- All additional hours are charged per full hour only - rather than being calculated on a minute-by-minute basis.
- Where an application for extended hours is submitted and refused by the local council, a £100 administration fee applies.

RELIGIOUS OR CIVIL CEREMONIES

Ceremonies occurring during the main function period are included. Ceremonies occurring during setup time are charged at a fixed fee of £1,000 which includes up to two hours.

SECOND FUNCTION (Same Day)

- Venue hire permits one continuous event programme only.
- Where a room reset or second reception occurs on the same day, the booking is treated as a second function and charged at 70% if the room hire price for that day.

KITCHEN GAS USAGE

- 3 hours gas usage is included within the standard venue hire.
- Where extra gas usage is required, it is charged at £100 per hour.
- Maximum gas usage allowed is: 8 hours
- Gas usage is charged per full hour only - rather than being calculated on a minute-by-minute basis.

CASH BAR - CORKAGE FEE

- If cash bar is to be operated, a £1,000 corkage fee will apply.

TABLES AND CHAIRS

- Tables and chairs are provided for up to a maximum capacity of 500 guests, subject to room layout.
- The Decorium does not lay out the tables and chairs

PARKING

- The Decorium: On site parking is included in the standard venue hire complementary 20 spaces (15 guest / 5 supplier)
- The Mall Wood Green: 100 complimentary parking spaces are included in the standard venue hire and are reserved exclusively for The Decorium host and their guests.

AMOUNT HELD ON ACCOUNT

- £2,000 amount held on account, is payable in addition to the venue hire. This amount may be applied towards additional charges, damages or breaches of the booking agreement.

USE OF VENUE

- The venue may only be used for the purpose and event programme stated in the booking contract.
- Any changes requires prior written approval from The Decorium and any applicable charges will be payable.

IMPORTANT VENUE INFORMATION

- ◆ The Decorium operates on a self-catered dry venue hire basis, with the exception of special effects which has to be arranged through The Decorium's approved supplier.
- ◆ Sound systems are not provided by the venue.
- ◆ A Premises Manager will be present during the event to oversee building compliance.
- ◆ All event setup, coordination, car park and supplier management remain the responsibility of the client.
- ◆ All deliveries, collections and event logistics are to take place within the contracted hire period.
- ◆ 4 x 1100 litre bins are provided for catering waste only. Any excess waste will be charged at £200 per 1100 litre bin.

