

CONFERENCES, EVENTS AND MEETING SPACES BROCHURE

30 | Euston Square

BEST IN PRACTICE



CONTENTS

ABOUT	3
AUDITORIUM AND EXHIBITION HALL	4-5
STATE ROOMS AND ROOFTOP TERRACE	6-8
GROUND FLOOR MEETING ROOMS	9-10
THE HERITAGE ROOMS	11-13
EXAM & ASSESSMENT CENTRE	14
BOUTIQUE BEDROOMS	15
ALL THE LITTLE EXTRAS	16-18
SUSTAINABILITY	19
CONTACT	20

A TRADITIONAL
BUILDING WITH A
CONTEMPORARY TWIST





ABOUT US

30 EUSTON SQUARE IS A GRADE II* LISTED,
7 STOREY BUILDING DATING BACK TO 1906.

The modern event spaces inside benefit from a grand Edwardian façade and original Greek Revival style entrance hall; it truly is a traditional building with a contemporary twist.

This versatile venue is home to the Royal College of General Practitioners and behind every event at 30 Euston Square is Searcys, a renowned caterer, responsible for the full management of this spectacular venue from the initial enquiry to event delivery.

Our aim is to make every event an enjoyable experience from start to finish.

With a wide range of rooms available – I invite you to make use of our conference, meeting, training facilities and boutique bedrooms. At 30 Euston Square you will experience the best in technology, comfort and hospitality.

On behalf of everyone, we look forward to welcoming you to 30 Euston Square and delivering an outstanding experience.

Luiz Mazzari, General Manager

AUDITORIUM AND EXHIBITION HALL

300 seats | 360 sqm exhibition space | Up to 15 exhibition stands | Exclusive catering area | Private cloakroom and registration area | Sony 4K digital cinema laser projection system | Dolby Atmos surround sound system | Show lights | 8-screen 4K HD video wall and multiple branding opportunities.

ALL-INCLUSIVE DAYTIME PACKAGES*

Finger buffet day delegate

£91.00 per person

Hire of the spaces from 8.00am – 5.00pm

Sandwich and finger food lunch with crisps and sliced fresh fruit platter

Three breaks | organic teas, ethically sourced coffee, pastries, fruit and biscuit selection

30 Euston Square filtered water

Buffet day delegate

£97.00 per person

Hire of the spaces from 8.00am – 5.00pm

Hot and cold fork buffet lunch

Three breaks | organic teas, ethically sourced coffee, pastries, fruit and biscuit selection

30 Euston Square filtered water

DDR breakfast upgrade options

Deluxe Continental

+£5.00 per person

Healthy Breakfast Bar

+£7.00 per person

OR Full English Breakfast

ROOM HIRE*:

Day hire from 8.00am – 5.00pm **£11,500.00**

Evening hire from 6.00pm – 11.00pm **£3,500.00**



All Auditorium bookings require Auditorium AV Package A which includes core AV plus two audio visual technicians from £900.00 per day.

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.

AUDITORIUM AND EXHIBITION HALL

300 seats | 360 sqm exhibition space | Up to 15 exhibition stands | Exclusive catering area | Private cloakroom and registration area | Sony 4K digital cinema laser projection system | Dolby Atmos surround sound system | Show lights | 8-screen 4K HD video wall and multiple branding opportunities.



ROOM HIRE*:

Day hire from 8.00am – 5.00pm **£11,500.00**

Evening hire from 6.00pm – 11.00pm **£3,500.00**

ALL-INCLUSIVE EVENING PACKAGES*

Wine and canapé reception

£81.00 per person

Hire of rooms from 6.00pm – 11.00pm

Package service from 7.00pm to 10.00pm

Three hours unlimited house wines, beer and soft drinks

Three canapés and three bowl food items

English sparkling wine and canapé reception

£92.00 per person

Hire of the rooms from 6.00pm – 11.00pm

Package service from 7.00pm to 10.00pm

Three hours unlimited English sparkling wine, wines, beer and soft drinks

Three canapés with three bowl food items

All Auditorium bookings require Auditorium AV Package A which includes core AV plus two audio visual technicians from £900.00 per day.

*** Minimum catering numbers/expenditure apply.**

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STATE ROOMS AND ROOFTOP TERRACE

150 theatre | 120 cabaret | 90 boardroom | 70 u-shape | 160 banquet
Up to 8 exhibition stands | Exclusive catering area | Rooftop terrace | 80" 4K
HD relay plasma screens

ROOM HIRE*:

Day hire from 8.00am – 5.00pm **£6,250.00**

Evening hire from 6.00pm – 11.00pm **£3,500.00**

ALL-INCLUSIVE DAYTIME PACKAGES*

Finger buffet day delegate

£91.00 per person

Hire of the rooms from 8.00am – 5.00pm

Sandwich and finger food lunch with crisps
and sliced fresh fruit platter

Three breaks | organic teas, ethically sourced
coffee, pastries, fruit and biscuit selection

30 Euston Square filtered water

Buffet day delegate

£97.00 per person

Hire of the rooms from 8.00am – 5.00pm

Hot and cold fork buffet lunch

Three breaks | organic teas, ethically sourced
coffee, pastries, fruit and biscuit selection

30 Euston Square filtered water

DDR breakfast upgrade options

Deluxe Continental

+£5.00 per person

Healthy Breakfast Bar

+£7.00 per person

OR Full English Breakfast



All State Room bookings require State Room AV Package A which includes
core AV plus one audio visual technician from £500.00 per day.

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.

STATE ROOMS AND ROOFTOP TERRACE

150 theatre | 120 cabaret | 90 boardroom | 70 u-shape | 160 banquet
Up to 8 exhibition stands | Exclusive catering area | Rooftop terrace | 80" 4K
HD relay plasma screens

ROOM HIRE*:

Day hire from 8.00am – 5.00pm **£6,250.00**

Evening hire from 6.00pm – 11.00pm **£3,500.00**

ALL-INCLUSIVE EVENING PACKAGES*

Wine and canapé reception

£81.00 per person

Hire of the rooms from 6.00pm – 11.00pm

Package service from 7.00pm – 10.00pm

Three hours unlimited house wines, beer and soft drinks

Three canapés and three bowl food items

Sparkling wine reception

£92.00 per person

Hire of the rooms from 6.00pm – 11.00pm

Package service from 7.00pm – 10.00pm

Three hours unlimited English sparkling wine,
wines, beer and soft drinks

Three canapés with three bowl food items

All State Room bookings require State Room AV Package A which includes core AV plus one audio visual technician from £500.00 per day.

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.



STATE ROOMS AND ROOFTOP TERRACE

150 theatre | 120 cabaret | 90 boardroom | 70 u-shape | 160 banquet
Up to 8 exhibition stands | Exclusive catering area | Rooftop terrace | 80" 4K
HD relay plasma screens



ROOM HIRE*:

Day hire from 8.00am – 5.00pm **£6,250.00**

Evening hire from 6.00pm – 11.00pm **£3,500.00**

ALL-INCLUSIVE EVENING PACKAGES*

Private dining

£97.50 per person

Hire of rooms from 6.00pm – 11.00pm

Welcome drink (glass of prosecco, bottled beer or soft drink)

Three course dinner followed by organic tea, triple certified coffee and petit fours

Half bottle of house wine

30 Euston Square filtered water

Upgrade to deluxe private dining

+£31.50 per person

Champagne on arrival, three canapés
and sommelier selected wines

All State Room bookings require State Room AV Package A which includes
core AV plus one audio visual technician from £500.00 per day.

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.

GROUND FLOOR MEETING ROOMS

18 modern rooms | Up to 80 theatre | Up to 48 cabaret
6 to 36 boardroom | AV equipment | Natural daylight

ROOM HIRE*:

Day hire from 8.00am – 5.00pm

6 to 10 people boardroom **£400.00**

11 to 16 people boardroom **£600.00**

17 to 24 people boardroom (40 people theatre style) **£900.00**

36 people boardroom (80 people theatre style) **£2,300.00**

Evening hire from 6.00pm – 11.00pm

6 to 10 people boardroom **£250.00**

11 to 16 people boardroom **£400.00**

17 to 24 people boardroom (40 people theatre style) **£550.00**

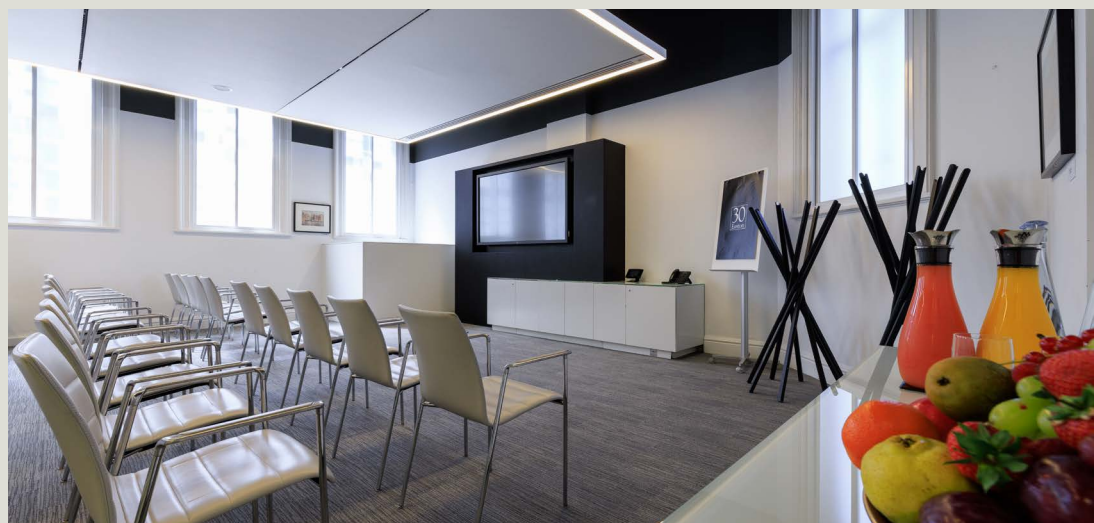
36 people boardroom (80 people theatre style) **£900.00**

All Ground Floor Meeting Rooms rates include in room AV equipment

Projector/screen or LCD screen, complimentary 1gbps WiFi, stationery, white board, conference phone (additional charge for calls may apply) and Clickshare technology for wireless presentations

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.



GROUND FLOOR MEETING ROOMS

18 modern rooms | Up to 80 theatre | Up to 48 cabaret
6 to 36 boardroom | AV equipment | Natural daylight



All Ground Floor Meeting Rooms rates include in room AV equipment
Projector/screen or LCD screen, complimentary 1gbps WiFi, stationery,
white board, conference phone (additional charge for calls may apply)
and Clickshare technology for wireless presentations

*** Minimum catering numbers/expenditure apply.**

ALL-INCLUSIVE DAYTIME PACKAGES*

Breakfast meeting

£49.00 per person

Hire of main meeting room from 7.00am – 10.00am

Suitable for groups between 6 – 25 delegates

Deluxe continental breakfast

Served with organic teas, ethically sourced coffee
and orange juice

30 Euston Square filtered water

Day delegate

£79.50 per person

Hire of main meeting room from 8.00am – 5.00pm

Sandwich and finger food lunch with crisps
and fruit bowl

Three breaks | organic teas, ethically sourced coffee,
with pastries on arrival, fresh fruit mid-morning and
biscuit selection mid-afternoon

30 Euston Square filtered water

Post conference reception

+ £22.00 per person

Served between 5.00pm – 6.00pm

Baron Bigod Brie, wild mushroom and truffled
cream cheese (v)

Seeded cracker and spice nuts (v)

Two beverages per person; selection includes wines,
beer and soft drinks

THE HERITAGE ROOMS

Six refurbished Heritage Rooms | Up to 50 theatre | Up to 32 cabaret
8 to 22 boardroom | Built in AV equipment

ROOM HIRE*:

Day hire from 8.00am – 5.00pm

6 to 10 people boardroom **£400.00**

11 to 16 people boardroom **£600.00**

17 to 24 people boardroom (50 people theatre style) **£1,400.00**

Evening hire from 6.00pm – 11.00pm

6 to 10 people boardroom **£250.00**

11 to 16 people boardroom **£400.00**

17 to 24 people boardroom (50 people theatre style) **£990.00**



*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.



THE HERITAGE ROOMS

Six refurbished Heritage Rooms | Up to 50 theatre | Up to 32 cabaret
8 to 22 boardroom | Built in AV equipment

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ALL-INCLUSIVE DAYTIME PACKAGES*

Breakfast meeting

£52.00 per person

Heritage Room hire from 7.00am – 10.00am

Suitable for groups between 6 – 50 delegates

Fuel the mind breakfast OR Heritage English breakfast

Unlimited use of in-room Nespresso machine and unlimited organic teas

Day delegate

£89.50 per person

Heritage Room hire from 8.00am – 5.00pm

Deluxe continental breakfast on arrival, choice of mid-morning break, choice of Heritage lunch menu and choice of afternoon tea

Unlimited use of in-room Nespresso machine and unlimited organic teas

Complimentary refreshments including:
30 Euston Square filtered water, craft juices

DDR breakfast upgrade options

+ £7.00 per person

Fuel the mind breakfast

OR Heritage English breakfast

Post conference reception

+ £22.00 per person

Served between 4.00pm – 5.00pm

Baron Bigod Brie, wild mushroom and truffled cream cheese (v)

Seeded cracker and spice nuts (v)

Two beverages per person; selection includes wines, beer and soft drinks

THE HERITAGE ROOMS

Six refurbished Heritage Rooms | Up to 50 theatre | Up to 32 cabaret
8 to 22 boardroom | Built in AV equipment

ALL-INCLUSIVE EVENING PACKAGES*

Private dining

£97.50 per person

Heritage Room hire from 6.00pm – 11.00pm

Welcome drink (English sparkling wine, bottled beer, mocktail or soft drink)

Meet the Chef experience

Three course British dinner, followed by organic teas, ethically sourced coffee and petit fours

Half bottle of sommelier selected wines

Unlimited 30 Euston Square filtered water

Table decor

Upgrade to deluxe private dining

+£31.50 per person

Champagne on arrival, three canapés and sommelier selected wines

* Minimum catering numbers/expenditure apply.

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.



EXAM & ASSESSMENT CENTRE

Dedicated entrance and reception area | Three separate circuits combining 42 individual rooms with telephone and complimentary 1gbps Wi-Fi | Two briefing rooms with integrated AV | High-tech observation room with audio and 360° visual recording system | Access controlled secure environment | Fully accessible and DDA compliant | Built-in timer and clock system in each circuit | Secure lockers in each exam room

ROOM HIRE:

Full Exam Centre £6,250.00

Exclusive hire 8.00am – 5.00pm

Dedicated entrance

Exclusive reception area

Three circuits of 14 examination rooms each

Two briefing rooms

One observation room

Single Exam Circuit £2,650.00

Room hire 8.00am – 5.00pm (Monday – Friday)

Dedicated entrance

Shared reception

One circuit of 14 examination rooms

One briefing room

Shared observation room

*** Minimum catering numbers/expenditure apply.**

All prices are exclusive of VAT. Prices are valid from 1st April 2023 – 31st March 2024.



BOUTIQUE BEDROOMS

30 Euston Square boasts 41 stunning boutique bedrooms, each with en-suite facilities, perfect for organisers, delegates or guest speakers who require accommodation whilst attending an event at the venue.



From £150 single occupancy

We have every detail covered: our rooms have been beautifully designed to provide our guests with a 4* hotel experience. Complete with indulgent beds, study area, ironing facilities, complimentary Wi-Fi, air-conditioning, a safe and refreshment facilities.

Guests also have access to our fully equipped gym and members' lounge area available onsite to use at your leisure.

Our rate includes a delicious continental breakfast served every morning in a dedicated dining area from 7.00am – 9.00am on weekdays and 8.00am – 10.00am at weekends.



*** Minimum catering numbers/expenditure apply.**

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ALL THE LITTLE EXTRAS WE CAN HELP WITH

Audio, video and IT equipment:

Additional AV television plasma (42" or 51")	£190.00 each
Television plasma (80" relay screen)	£290.00 each
Perspex frosted lectern (Euston or Auditorium only) with integrated comfort monitor and microphone	£160.00
Perspex frosted lectern	£95.00
Countdown clock (Auditorium only)	£60.00
Laptop	£100.00
Mobile PA system (2 microphones and speakers)	£450.00
Additional microphones – lapel, top table, roving	£85.00 each
Micro cue (Euston only)	£40.00
Headset microphone	£90.00
Yamaha LS9 audio mixing desk	£180.00
Remote mouse	£40.00
6 LED RGB colour uplighters	£395.00
12 LED RGB colour uplighters	£650.00
Black and white dance floor 4m x 4m	£450.00
Stage with black carpet and skirting 6m x 2m	£450.00

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ALL THE LITTLE EXTRAS WE CAN HELP WITH

AV technician:

One technician (10 hours)**	£500.00
Two technicians (10 hours)**	£900.00
AV technician (evenings 4 hours)	£350.00
AV technician (weekends 8 hours)**	£600.00
Additional hour/s	£65.00 per hour

**Earliest start is 7am.

Access and security:

Early access – from 7.00am	£675.00 per hour
Venue hire extension – 11.00pm to midnight includes venue hire, security and staffing	£1,000.00
After hours charges – 11.00pm to 1.00am includes venue hire, security and staffing	£1,500.00
Security officer (minimum 8 hours)	£25.00 per hour
Event hosts/receptionist/cloakroom (minimum 4 hours)	£25.00 per hour

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ALL THE LITTLE EXTRAS WE CAN HELP WITH

The following can also be arranged:

- ◇ Branding, vinyl wraps, wall graphics, lectern logo
- ◇ Dance floors, outdoor games, atmospheric lighting
- ◇ Photo-booths, jukebox, DJ
- ◇ Flowers, coloured linen or other theming

Please ask a member of the events team for a personalised proposal.

Office support:

Stationery dinner place cards or tent cards	£1.00 each
Flip chart & markers	£30.00 each
Velcro compatible black poster boards	£60.00 each 10 for £500.00
Photocopying A4/A3 (black and white)	25p/50p
Photocopying A4/A3 (colour)	50p/90p

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OUR SUSTAINABILITY PLEDGES



We only source British meat and poultry, and when possible, from regenerative farms.



All our bacon is British-reared and dry-cured to preserve it and reduce wastage.



We hero seasonal English apples on our menus and offer a free bowl with our meetings packages.



We only use fish from the Good Fish Guide.



Our prawns are sustainably farmed.



We use British-milled flour and wild-grown wheat from regenerative farms and ancient British grains in our recipes.



All fresh eggs used in our kitchens are British free-range.



Up to 90% of our fruit and vegetables are British, you will always find plant-based dishes on our menus.



We champion local produce, with all fresh fruit, vegetables, cheese and dairy coming from our local supply network.



Our cooking chocolate is organic single source from the Islands Chocolate farm in St. Vincent and the Grenadines.



We only use British-harvested rapeseed oil for its low carbon footprint.



We've launched a carbon footprint calculator trial to help us reduce the impact of our menus.



Wherever possible we use porcelain crockery, glassware and metal cutlery.



We do everything to minimise food waste, from menu and portion design to food waste separation.



Too Good To Go

We partner with food waste apps Too Good To Go, Ollo and City Harvest.



We work with the best English Sparkling Wine producers, and have created our own label with a vineyard in Guildford.



We use Harrogate bottled water. Naturally sourced, it has the lowest food miles in the UK and is B-Corp accredited.



Freedom Brewery (SRA recommended) and Toast (brewed with surplus wheat) supply our house beers.



Our coffee comes from an organic cooperative in Peru and family-run single estates in Guatemala and Colombia.



All our teas are responsibly sourced and Fairtrade, with most also being carbon-neutral.



We have an apprenticeship programme for our people and offer over 40 development programmes for our colleagues.



We celebrate our people's contributions and loyalty with our Long Service awards.



We have been awarded the Disability Confident Employer certificate, which helps ensure all employees can fulfil their potential.



Our charities Hotel School and Beyond Food, help those at risk of unemployment and homelessness gain jobs in hospitality.

30 EUSTON
SQUARE IS A
GRADE II* LISTED
AWARD-WINNING
EVENTS VENUE,
IN A PERFECT
CENTRAL LONDON
LOCATION.



30 | Euston
Square

BEST IN PRACTICE

EST · 1847
SEARCYS
LONDON

30 EUSTON SQUARE, LONDON, NW1 2FB

30eustonsquare@searcys.co.uk
020 8453 4610
www.30eustonsquare.co.uk