

GETTING STARTED: EVENTS AT THE ROOF GARDENS

WE'RE DELIGHTED YOU'RE CONSIDERING HOLDING AN EVENT AT THE ROOF GARDENS. PERCHED SIX STORIES ABOVE THE HUSTLE AND BUSTLE OF KENSINGTON HIGH STREET, THE ROOF GARDENS IS ONE OF THE MOST EXCLUSIVE SETTINGS IN WEST LONDON.

The Roof Gardens' Clubhouse has space for events from 50 to 500 guests! The general conditions for hiring the space are listed below, but if you have a special request please let us know and we'll do our best to make it happen.

No other location in London brings together beautiful gardens, an exclusive nightclub and a versatile event space!

DAY EVENTS

Day of hire	Hire period	Guest minimum*
Mon - Sat	9am - 5pm	50

EVENING EVENTS

Day of hire	Hire period	Guest minimum*
Mon - Thurs	7pm - 12.30am	200
Sunday	12noon - Midnight	100

*If your event has fewer guests, a minimum spend will apply. Please note bank holiday Sundays are subject to higher minimum numbers.

Sunday licensing regulations require the bar to close and the music to end at midnight with the room having to be fully vacated by 12.30am.

KEY TO THE DIFFERENT SETUPS

(and the maximum number of people we can happily fit in!)



Theatre



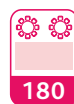
Boardroom



Classroom



Set
Lunch/Dinner



Dinner dance
(seated)



BBQ/Bufferet
(standing)



Reception
(standing)

EARLY ACCESS

If you need to start your event a bit earlier, please contact your Events Executive for a quote and to check availability.

LATE LICENSE

The Roof Gardens is licensed until 12.30am from Monday to Saturday and midnight on a Sunday. Late licenses may be applied for on request (excluding Sundays). Please contact your Events Executive for details.

SECURITY

To ensure your event runs smoothly and safely, we require all parties to have a minimum of 2 security officers for the first 100 guests at a charge of £185.00 each per eight hour shift. If there are more people at your event, we may need to add additional officers, so please check with your Events Executive.

GET IN TOUCH

T: +44 (0) 207 368 3971
E: EVENTS@ROOFGARDENS.VIRGIN.COM
WWW.ROOFGARDENS.VIRGIN.COM

THE ROOF GARDENS
6TH FLOOR
99 KENSINGTON HIGH STREET
(ENTRANCE ON DERRY STREET)
LONDON W8 5SA

ROOM INFORMATION AND PLAN - 6TH FLOOR

CAPACITIES

Theatre	150
Boardroom	50
Classroom	70
Set	
Lunch/Dinner (seated)	200
Dinner Dance (seated)	180
BBQ/Buffer (standing)	500
Reception (standing)	500

CLUBHOUSE DIMENSIONS

Length	22.6m
Width (max)	9.5m
Width (min)	7.3m
Height (max)	3.25m
Height (min)	2.75m

SILVER BAR DIMENSIONS

Length	8.9m
Width	12.1m

MOO ROOM DIMENSIONS

Length	6.0m
Width	4.4m

ACCESS

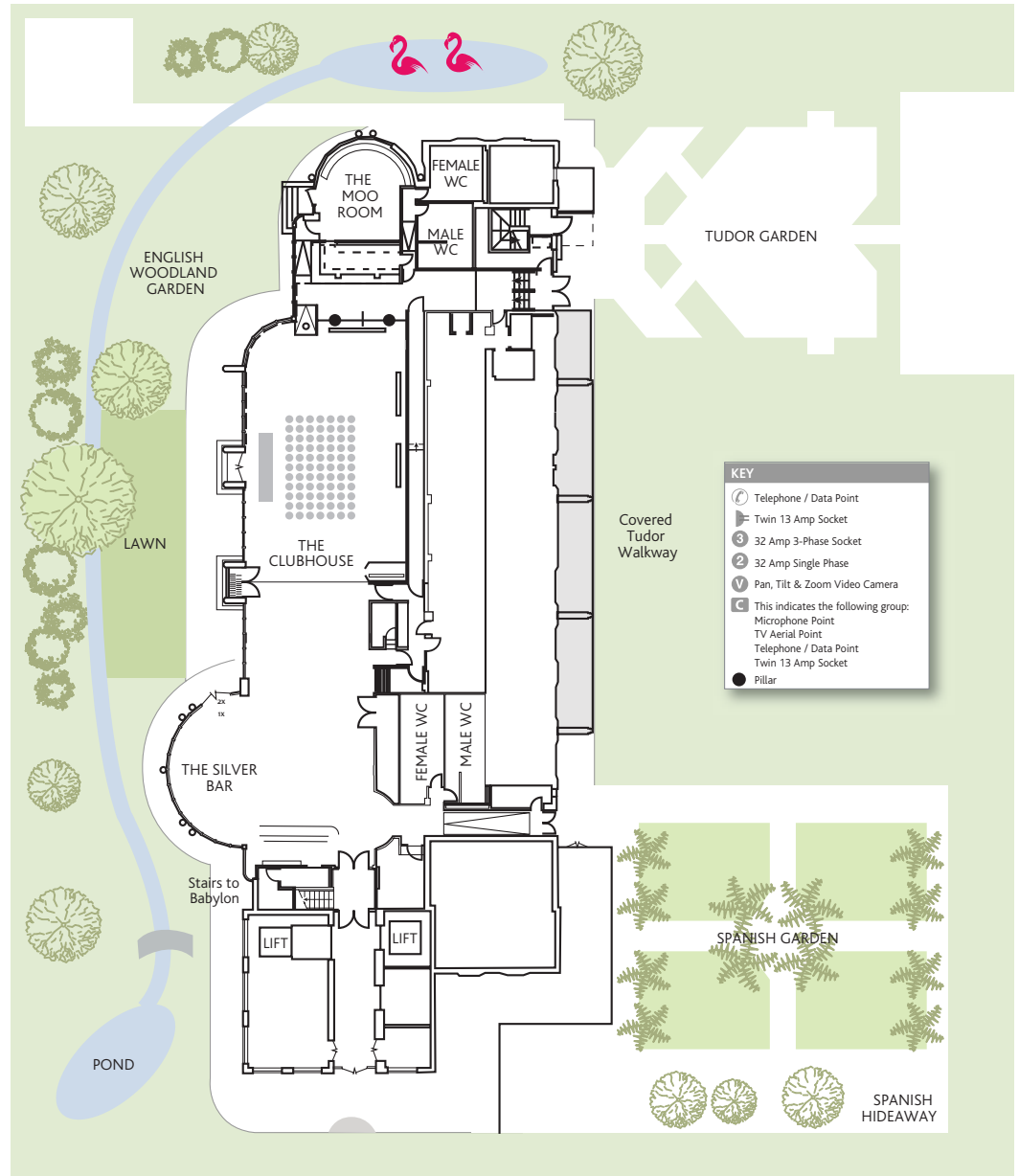
Entrance Width	1.5m
Entrance Height	1.97m
Lift Width	1.1m
Lift Height	2.0m
Lift Payload	1800kg

LIGHTING

Dichroic low voltage	Yes
Controls in room	Yes
Dimmers	Yes
Blackout (partial)	Yes
Natural Daylight	Yes

EXTRAS

Air Conditioning	
/Heating (all areas)	Yes



LOCAL INFORMATION

FIRE PROCEDURES

Should a fire alarm sound, please make your way towards the nearest fire exit. Fire exits to the ground floor are located at the four corners of the gardens.

In the event of a fire, please remember:

- do not use the lifts
- do not collect personal belongings
- do not re-enter the building until advised to do so

Emergency contact number

Fire, Police and Ambulance - 999

The Roof Gardens contact information

T: 020 7937 7994
(main switchboard)
E: enquiries@roofgardens.virgin.co.uk
99 Kensington High St.
London W8 5SA

ACCOMMODATION

Local Hotels

Royal Garden Hotel (5 star)

T: 020 7937 8000
2-24 Kensington High St.
London W8 4PT

Copthorne Tara Hotel (4 star)

T: 020 7937 7211
Scarsdale Place
London W8 5SR

LOCAL FACILITIES

Florist

Kensington Flowers

T: 020 7937 0268
3 Launceston Place
London W8 5RL

Chemist

Boots

T: 020 7937 9533
127a Kensington High St.
London W8 5SF

Supermarket

Marks & Spencer

T: 020 7938 3711
113 Kensington High St.
London W8 5SQ

Banks

HSBC Bank

T: 0845 740 4404
92 Kensington High St.
London W8 4SH

NatWest

T: 0845 605 1605
55 Kensington High St.
London W8 5EQ

MEDICAL

NHS Direct (advice only)

T: 0845 46 47

Hospitals (for Accident & Emergency)

Chelsea & Westminster

T: 020 8746 8000
369 Fulham Road
London SW10 9NH

Hammersmith Hospital

T: 020 8383 1000
Du Cane Road
London W12 0HS

Dentist

Kensington Dental Spa

T: 020 7937 3951
13 Kensington High St.
London W8 5NP

RESTAURANT

Babylon Restaurant

T: 020 7368 3993
(7th floor)
99 Kensington High St.
London W8 5SA
E: babylon@roofgardens.virgin.co.uk

GETTING TO THE ROOF GARDENS

Underground

High Street Kensington Station
District and Circle Lines

Bus Routes

The following buses stop along Kensington High St: 9, 10, 27, 28, 49, 52, 70, 328, 452

Car Parks

N.C.P

19-27 Young St.
London W8 5EH

Euro Car Parks

2-24 Kensington High St.
(Royal Garden Hotel)
London W8 4PT

Taxis

Green Tomato Cars

T: 020 8586 0022

Black Cab

T: 020 7272 0272

Addison Lee

T: 020 7387 8888

