



Oxford TOWN HALL

Student Events

Oxford Town Hall is a magnificent space to hold your event. Our versatile venue can hold anything from a black-tie ball and banquet to a salsa night or lecture.

Our Event Spaces

The Main Hall

This room features an ornate ceiling, three chandeliers, gallery and an original Henry Willis Organ. The Main Hall can seat between 100 and 300 guests for dining or hold up to 500 guests for a more informal affair.

Cost: £330 per hour



The Assembly Room

This wood panelled room is perfect for a drinks reception or dining. It can host up to 140 guests for dining or 200 guests for a drinks reception. The Assembly Room features an open timber roof and extensive collection of paintings.

Cost: £220 per hour



The Old Library

This is an ideal room for smaller dining functions or as extra space for your event. It features an open timber roof, stained glass windows and wood panelling of American walnut. This room can seat up to 60 guests for dining or hold up to 120 guests for a drinks reception.

Cost: £220 per hour

Why not hire all our rooms to increase your capacity to 800 guests?



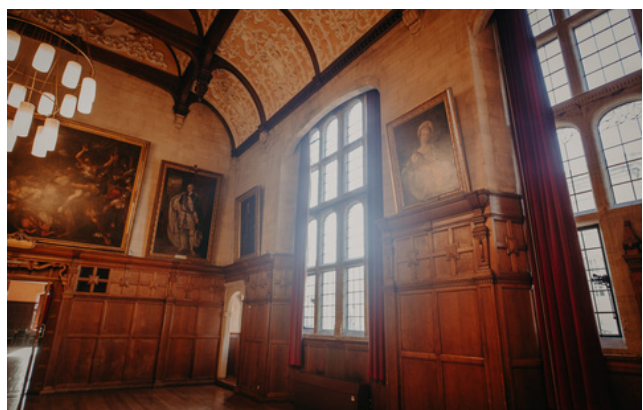
Catering & Bar

Our sole caterer, Elegant Cuisine must be used to cater for your event. If alcohol is being served at your event then you need to have some type of food available for your guests.

Elegant Cuisine are able to serve a variety of options and work with different budgets. You must contact them directly for a quote.

☎ 01865 391888

✉ townhall@elegantcuisine.com



Find us on:



Logistics **Security**

Security will be required for your booking. The number required will be based on your event capacity and requirements (charges will apply). We will book this for you.

First Aid

The safety and wellbeing of you and your guests are extremely important to us, and therefore, having a professional first aid provision is a compulsory requirement for the duration of your event. The first aiders must ensure they arrive 30 minutes prior to the start of the event and stay until 30 minutes after guests leave. A complimentary first aid room will be provided.



Venue Restrictions

The following are not permitted in our premises under any circumstances:

- Smoke / haze machines
- Exposed naked flames eg candelabras
- Calor gas / clay ovens or similar gas appliances
- Confetti bombs / fireworks of any type
- Attachments of any kind to the walls, ceilings, floors, and drapes
- Helium balloons
- Candy Floss / Popcorn

Public Liability Insurance


To host an event at the Town Hall, we will require you to have public liability insurance with a minimum cover of £5 million. If you do not have this cover, a temporary insurance can be taken out by going to any comparison website.

Cloakroom

If you would like to offer your guests a cloakroom, we can transform one of our rooms into this facility for only £100. A manned service will not be provided by the venue.



Contact our team now to find out how we can help:

 01865 252195

 townhall@oxford.gov.uk

Find us on:



Recommended Suppliers

Photographers

- Glen Mitchell**
☎ 01865 230074
➡ www.glenmitchellphotography.com
- Kate Hopewell-Smith**
☎ 07725 233247
➡ www.katehopewellsmith.com
- Kevin Smith**
☎ 07725 233247
➡ www.kevinsmithphotography.co.uk
- Kate Hopewell-Smith**
☎ 07725 233247
➡ www.katehopewellsmith.com
- Stuart Bebb**
☎ 01869 242294
➡ www.stuartbebb.com
- Nicola & Glen**
☎ 01242 690909
➡ weddingsbynicolaandglen.com
- Gabrielle Mcmillan**
☎ 07776 191514
➡ www.gabriellemcmillan.com
- Paul Stot**
☎ 07952 351412
➡ www.paulstot-photography.co.uk
- V & H Photography**
☎ 07809 123890
➡ www.vandhphotography.com

Entertainment

- Sevens Casino Nights**
☎ 01844 339846
➡ www.sevenscasinonights.co.uk
- Sliding Vinyl Discotheques**
☎ 0207 9786408
➡ www.slidingvinyl.com
- Sternberg Clarke**
☎ 0208 8771102
➡ www.stenbergclarke.co.uk
- Regency Entertainment**
☎ 01865 872008
➡ www.regencyentertainment.co.uk
- RJCC Events**
☎ 01865 820682
➡ www.rjccevents.com
- AC Discos**
☎ 01856 875519
➡ www.acdisco.com

Venue Decoration

- Ambience Venue Styling**
☎ 07885 504773
➡ www.ambiencevenuestyling.com
- Oxford Event Hire**
☎ 01865 760158
➡ www.oxfordeventhire.co.uk
- Noorani Events**
☎ 07515 515 814
➡ www.nooranievents.co.uk
- Moonlite Productions**
☎ 07925 756641
➡ www.moonlite.co.uk

Transport

- Findlay International**
☎ 07775 811998
➡ www.findlays.com
- Nostalgia Travel**
☎ 01865 241444
➡ www.nostalgiatravel.com
- Pearces Coaches**
☎ 01865 340560
➡ www.pearcescoaches.co.uk
- Tappins Coaches**
☎ 01235 812127
➡ www.tappins.co.uk

Lighting & AV

- That Event Company**
☎ 01844 215857
➡ www.that-event.com
- City Audio Visual**
☎ 01865 722800
➡ www.cityav.co.uk
- Core Event Hire**
☎ 07413 047 305
➡ www.coreeventhire.com
- CVP Oxford Ltd**
☎ 08700 331 810
➡ www.cvpoxford.co.uk
- Oxford Audio Visual**
☎ 01865 764402
➡ www.oxfordav.com

Event Insurance

- Event Insurance Services**
☎ 01425 470360
➡ www.events-insurance.co.uk

First Aid

- St Johns Ambulance**
☎ 0844 770 4800
➡ www.sja.org.uk



Find us on:

