



Frequently Asked Questions – Company Sports Events

Why are company sports event charges more than a pitch booking? Event charges cover everything from disruption and impact on the park to litter removal and increased administration. The Royal Parks does not hire green space for private events not open to the public; so booking a pitch, paying an event fee and following The Hub's procedures is the only way to hold a company sports day in Regent's Park. The Royal Parks is a registered charity with all income generated going back into the upkeep of the parks.

Can we just book a pitch for our sports day? If you want to play a game of softball or rounders for a **group size of 22 including spectators** please complete a [summer sports enquiry form](#). If your proposed activity is for more people than 22 and/or sports day activities are planned you should complete the [company sports day enquiry form](#)

What activities are permitted? Summer sports such as rounders and softball (no football events) and school sports day activities (e.g. tug of war, egg, and spoon, 3 legged races). **Inflatables, generators, gazebos, portable speakers and PA systems are not permitted.**

Can we hire equipment? We have a variety of equipment available for hire. Full details and charges are on the enquiry form.

Where are the pitches and how long is a booking? See our [summer sports pitch map](#). Company sports days take place on softball, rounders, or touch rugby pitches (not cricket). Session times are 9am-12:30pm, 1-4:30pm, 5-8:30pm and can be combined.

If it rains or the weather forecast is poor can we cancel? Cancellations are made by The Royal Parks based on grounds conditions. If the pitches are waterlogged and unplayable, we offer a full refund or the opportunity to reschedule. Otherwise, bookings are bound by our terms and conditions. **It is extremely rare that we will cancel or reschedule your booking before your event date.** We are an outdoor sports facility.

Can we drive into the Park? There is no vehicle access. Trolleys can be borrowed from The Hub to take equipment, food and drinks pitch side. The nearest gate to The Hub is Monkey Gate - a 2-minute walk. Details [here](#) on getting to Regent's Park and parking.

Where is The Hub? The Hub (<http://link.direct.talent>) is located in the middle of [Regent's Park](#). The nearest stations are Camden Town (20min), Baker Street (15min) and Regent's Park (20min). By taxi, the nearest drop-off point is Monkey Gate

(kick.lively.fund) on The Outer Circle opposite Primrose Hill bridge. The Hub is a 2-minute walk from Monkey Gate.

Can we hire The Hub? The Hub has 2 ground floor function rooms, 10 changing rooms and the elevated Hub Café available for hire. See our [360°tour of The Hub](#) and our private hire brochure on the website for full details. All charges are on the enquiry form.

Can we hire The Hub Cafe? The Hub Cafe and terrace is available for exclusive hire and can accommodate 200 until 11pm with [Benugo's](#), our caterers, providing a BBQ and bar. Our [360°tour of The Hub](#) and [private hire brochure](#) has full details.

Do you provide catering? Can we bring our own food and drinks? Our catering concession [Benugo's](#) can provide food and drinks for your event. Contact details are provided once a provisional booking is made. **External caterers are not permitted.** Alternatively, you can bring your own cold food and drinks. There are 4 drinking water taps located at the entrance of The Hub.

What are the maximum numbers? 200 for a company sports day.

Can we bring alcohol into the Park? Yes, however we ask that you use plastic cups and bottles. Broken glass is a hazard to other park users and wildlife.

Can we bring a gazebo? No. It is against Royal Parks regulations to assemble a gazebo without permission. There are plenty of trees to provide shade or you can hire internal space at The Hub.

Can we play music on the pitches? No. It is against Royal Parks regulations to play amplified music. Music can be played inside The Hub Cafe or Hub function rooms.

Can we have a picnic? Yes. Maximum informal picnic numbers in Regent's Park are 40 though no ball games or activities are permitted.

Do we need to remove our litter? We ask you leave the park as you found it, collecting your litter, and leaving it in the bins provided. All the park's general waste goes to a Materials Recycling Facility (MRF). 50% of our general waste is recycled. 50% of the waste we collect is not recyclable. Anything which can't be recycled goes for 'waste to energy', zero goes to landfill.

How and when do we pay? Full payment is required immediately after invoicing. Payment is made by card through Worldpay. **We do not accept bank transfer or American Express.**

What if we need to cancel or reschedule? A full refund is given to cancellations made 30 days prior to the booking. All charges are retained for cancellations made within 30 days.

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