

Frequently Asked Questions - Children's Birthday Parties

Where is The Hub? The Hub is located in the middle of <u>Regent's Park</u>. The nearest stations are Camden Town (20min walk), Baker Street (15min), Regent's Park (20min). By car, the nearest drop-off point is Monkey Gate on The Outer Circle opposite Primrose Hill bridge and the running track. It is a 2-minute walk to The Hub from Monkey Gate.

What do the meeting rooms look like? What comes with the room? The party rooms are on the ground level with direct access to the Park. Internal benches and tables are provided along with external tables (no external chairs). 30m x 25m grassed area is close by and suitable for activities for up to 50 children. Toilets (including baby changing) are included. See our <u>360°tour of The Hub</u> and our private hire brochure on the website for full details.

What times is the room available and what time can we access the room? Party timeslots are 4 hours. Booking time includes party set up and breakdown. Rooms are not accessible earlier or later than the booked times.

What are the maximum numbers? 40.

Do I need to remove our litter? We ask you leave the room as you found it, collecting your litter and leaving it in the bins provided. 50% of our general waste is recycled. 50% of the waste we collect is not recyclable.

Do you provide catering? Can we bring our own food and drinks? Royal Parks concession <u>Benugo's</u> can provide catering 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.

Can we bring children's birthday party entertainer / sports coach? You are welcome to bring a children's entertainer however they must abide by <u>Park Regulations</u> and our booking terms and conditions. If using a children's entertainer please forward this FAQ. We do not provide entertainers or coaches.

Can we bring balloons? Gazebo? Bouncy Castle? No. These are against Royal Parks regulations. You can dress the inside of the party room with balloons.

Can we hire any sports / play equipment? All party rooms include giant jenga and giant connect four and table football or table tennis. Full details on the brochure.

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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