



EVENTS

# Woodberry Wetlands



London  
Wildlife  
Trust

# Love London, Love Nature

London Wildlife Trust is dedicated to the protection of London's wild spaces and engaging London's diverse communities in nature through our free nature reserves, education, volunteering and campaigning.

The profits raised from events and venue hire directly support our vital work protecting London's wildlife.

Our vision for London is a city where wildlife and wild spaces are protected for the future, and where all people treasure wildlife and wild spaces.

A working reservoir in Manor House, closed to the public for almost 200 years, is now a beautiful urban wetland nature reserve.

It's a thriving habitat for migratory birds, hedgerows and wildflowers line the banks of the reservoir, while the reedbed provides a wetland haven for waterfowl.



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# Venue Spaces

A wildlife haven of reedbed and shimmering waves juxtaposed with a cityscape, offers a unique and magical backdrop for your celebration.



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# The Canopy

Surrounded by the tranquillity of nature, Woodberry Wetlands provides an idyllic backdrop for your event. The canopy is the perfect setting to host events such as drinks receptions, birthday parties, anniversary celebrations and dinners.

SEATED DINNER

CAPACITY

120

STANDING  
RECEPTION

180

# The Coal House & Roof Terrace

The Grade II listed building is the perfect venue to dance the night away with your guests.

This space can also be hired for intimate dinners of up to 30.

You will also have exclusive access to the roof terrace (max capacity 20) to take in the panoramic views of the reservoirs. Here you can enjoy a private drink or take photographs in front of this incredible backdrop.

	CAPACITY
SEATED DINNER	30
STANDING RECEPTION	80



# Hire Rates

## Whole Venue Evening

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ALL SPACES      18:00 - 00:00      £2,500 + VAT

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## Whole Venue + 1 hour early closure

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ALL SPACES      \*17:00 - 23:30      £3,500 + VAT

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*\*Early closure available from 16:00 in winter months (Oct-Mar)*

## Whole Venue Full Day

This includes daytime closure of café and west-side of the reserve to the public

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ALL SPACES      12:00 – 00:00      £8,000 + VAT

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The hire timings above are reflective of guest access.

Suppliers will have two hours prior to guest arrival and one hour after guest departure for set up and breakdown.





The Boardwalk.



## CAFÉ & NATURE RESERVE

The café and nature reserve are open to the general public 7 days a week, from 9am until 4pm (winter) and 4:30pm (summer).

## FURNITURE

As part of the venue hire fee, you are welcome to use the café furniture for more informal seating. If you wish to hire in alternative furniture for an additional cost, please speak to your event planner for options.

## TOILETS

There are two toilet cubicles in the Coal House, if guests numbers go above 80 you will need to hire in additional facilities. Please speak to your Event Planner for more details and costs.

## MUSIC

There is no built-in PA system and music will need to be provided by our approved suppliers. We allow live bands and DJs but ask that they kindly adhere to the sound limit policy, which is 85 decibels. The event manager will monitor levels on the night.

## WETLANDS RESERVE

Due to safety reasons for evening events, we can only permit guest access on the west side of the reservoir between the Boardwalk and Coal House.

## SECURITY

For evening events and when serving alcohol, we are required by our license to have a member of security present. This cost is included in the venue hire.





“Thank you so much again to the whole team at Woodberry Wetlands for making our event so special!”

BIRTHDAY PARTY CLIENT



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# Catering and Bar Service

For your event, we have a list of approved caterers who we kindly require you to use. We will deliver the bar service and packages are as follows:

## Seated Dining Package

Arrival Prosecco

Half Bottle of House Wine & Water

£21.50\* pp

*\*Price per head is subject to change with your final requirements.*

## Standing Reception

Unlimited Wine, Beer and Soft Drinks

Glassware & service included

ONE HOUR

£16.50 per person

TWO HOURS

£22.50 per person

THREE HOURS

£28.50 per person

*All prices stated above are exclusive of VAT*

## Pay As You Go

Guests purchase their own drinks

*Subject to set up fees below*

## Pre-paid Tab

A pre-agreed bar tab is open for guests to choose their drinks

*Subject to set up fees below*

### SET UP CHARGES\*

50 GUESTS

£300

51 – 100 GUESTS

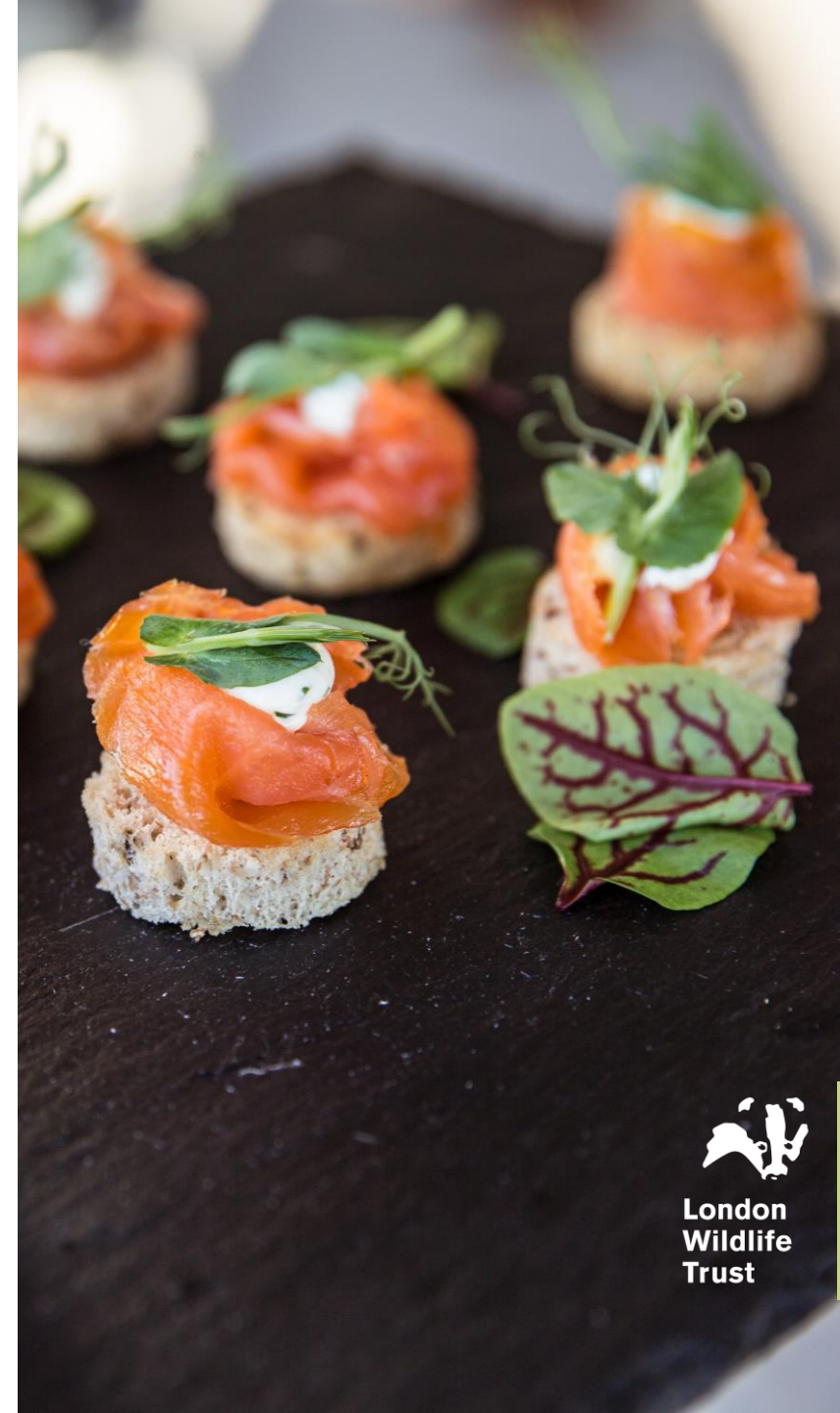
£400

101 – 150 GUESTS

£550

*\*These fees must be paid in advance and do not include any drinks*

*If you require a more premium service such as tray service, please enquire with your event planner for pricing*



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# FAQs

## OUR MOST ASKED QUESTIONS

### 1. What decorations can I bring?

You can decorate the area with flowers, candles (in holders taller than the flame) and free standing props. For environmental reasons we do not allow balloons, fireworks or glitter.

### 3. Can I leave items overnight following the event?

The venue is extremely limited on storage space and is in frequent use so all items will need to be taken off site by the end of the hire time.

### 2. Can I bring my own food?

Due to our Food Safety policy we do not allow guests to bring their own food, with the exception of a celebration cake.

### 4. Is there parking?

No, there is no parking available on site. There is a vehicle access for deliveries to be dropped off but all vehicles must be kept offsite.



# Visit Us

A member of our Events Team would be delighted to personally show you round our spaces at Woodberry Wetlands.

Our Events Team are available Monday to Friday 09:30 – 16:00. Please do get in touch if you would like to arrange a site visit.

If you have any additional queries, please contact us on [events@wildlondon.org.uk](mailto:events@wildlondon.org.uk)



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