

**PRIVATE HIRE**

**THE DROP OFF**

**EDENFIELD**

# THE GRAND HALL

*Capacity: 120*

*Hire includes staff, use of bluetooth surround sound, chairs/tables & 1hr prior your event for setting up.*

**2025**

**Monday-Thursday  
£98/hour  
Friday-Sunday  
£105/hour**

**2026**

**Monday-Thursday  
£105/hour  
Friday-Sunday  
£112/hour**

# THE STUDIO

*Capacity: 40*

*Hire includes use of TV for music, chairs/sofas & tables, self service tea station & 1hr prior your event for setting up.*

*Please note this is a more relaxed event space which is more suitable for workshops or private meetings. A pop up bar is available.*

## 2025

**Monday-Thursday**  
**£55/hour**  
**Friday-Sunday**  
**£65/hour**

## 2026

**Monday-Thursday**  
**£65/hour**  
**Friday-Sunday**  
**£75/hour**

**Pop up bar: £20/hour**

# THE CAFE

*Capacity: 45*

*Hire includes staff, use of bluetooth sound system, chairs/sofas & tables & 1hr prior your event for setting up.*

*Minimum bar spend: £1200 (can be used for catering).*

*Minimum hire period: 3 hours*

**2025**

**Monday-Thursday  
£68/hour  
Friday-Sunday  
£76/hour**

**2026**

**Monday-Thursday  
£76/hour  
Friday-Sunday  
£84/hour**

# PACKAGES

Our Bronze, Silver & Gold packages include the exclusive use of the events space for 5 hours with private bar until 11pm, 1 hour set up time, tables & chairs for you & your guests.

You are welcome to add to the packages or swap items but this may be subject to an additional charge.



# BRONZE

Caters for 50 guests.

- *Pie & peas buffet.*
- *Use of in-house bluetooth sound system*
- *House Supervision*

## 2025

**Monday-Thursday**

**£990**

**Friday-Sunday**

**£1065**

## 2026

**Monday-Thursday**

**£1065**

**Friday-Sunday**

**£1135**

***Additional Guests: £10pp***

# SILVER

Caters for 50 guests.

- *Choice of 2 hot fork buffet options.*
- *Fresh Fruit & Cheese Platter*
- *Use of in-house bluetooth sound system*
- *House Supervision*

**2025**

**Monday-Thursday**

**£1240**

**Friday-Sunday**

**£1315**

**2026**

**Monday-Thursday**

**£1315**

**Friday-Sunday**

**£1390**

***Additional Guests: £10pp***

# GOLD

Caters for 80 guests.

- *Choice of 4 different finger buffet options or 2 hot fork buffet options.*
- *Fresh Fruit & Cheese Dessert Platter*
- *Self service alcoholic punch*
- *Use of in-house bluetooth sound system*
- *House Supervision*

## 2025

**Monday-Thursday**

**£2090**

**Friday-Sunday**

**£2165**

## 2026

**Monday-Thursday**

**£2165**

**Friday-Sunday**

**£2240**



# PRIVATE WORKSHOP HIRE

**10-25 GUESTS. From £35pp**

Perfect for a smaller get together.  
Here's a few ideas as to what we can offer.

*Price includes exclusive use of space for 4  
hours, self service tea station with biscuits.*

*(Minimum requirement of 15 for use of  
The Grand Hall)*

**Sip & Paint**

**Macrame  
&  
Margarita**

**Yoga &  
Gong Bath**

**Sketching**

**Jewellery  
Making**

**Build a  
mug**

# AFTERNOON TEA PARTY

15-40 GUESTS.

Perfect for a smaller get together.

*Minimum requirement of 15 per booking.  
Choice of bespoke cocktail/drinks available.*

*Exclusive use of space for 4 hours including bar service throughout.*

*\*1 glass of Wine/Prosecco included.  
If you would like to add extra, this may be subject to an additional charge.*

**Grazing  
Table with  
Cheese &  
Wine\***

*from £35pp*

**Traditional  
English  
afternoon  
tea**

*from £40pp*

*With bottomless tea pots or + Prosecco\**

# BABY SHOWER

**Caters for 20 guests.**

- *Grazing Table (colour themed if you wish)*
- *Cakeage or 1 House Guinness Cake*
- *Use of in-house bluetooth speakers.*
- *3 hours hire*

*If your event is taking place after 7pm there may be extra costs & house Supervision will be required.*

*Additional Hire: £85/hour*

**2025**

**Monday-Thursday**

**£550**

**Friday-Sunday**

**£600**

**2025**

**Monday-Thursday**

**£600**

**Friday-Sunday**

**£650**

**Additional Guests: £18pp**

# KIDS PARTIES

Caters for 30 children

Both options include an Unlimited Cordial Station, 2 hours hire & 1 hour for setting up.

Additional hours: £85

Waste Disposal: £50

A cinema screening is optional however entertainment must be arranged for the event to go ahead.

## Option 1:

- Pizzas (2 slices each)
- Chips
- Popcorn/Crisps
- Pic N Mix
- Cakeage

**£406**

Additional children: £11

## Option 2:

- Pizzas (2 slices each)
- Chips
- Vegetable Crudités & Hummus
- Popcorn/Crisps
- Pic N Mix
- Cakeage

**£466**

Additional children: £14

# SCHOOL LEAVERS PARTY

## Caters for 80 Students

- Exclusive use of the Grand Hall for 4 hours.
- Private Bar
- Welcome punch / fizz (non-alcoholic)
- *Pizza\* & Chips Supper*
- *Use of in-house bluetooth sound system*
- *FREE 2hr for set up the day of your event.*

*\*includes 4 slices pp. Priced for Margarita Pizzas, additional toppings are subject to an additional charge. Please enquire about catering for parents/guardians.*

## 2025

**Monday-Thursday**

**£1510**

**Friday-Sunday**

**£1585**

## 2026

**Monday-Thursday**

**£1585**

**Friday-Sunday**

**£1660**

***Additional Guests: £12pp***

# SCHOOL LEAVERS PARTY

**Caters for 30 students.**

- Exclusive use of the Grand Hall for 4 hours.
- Private Bar
- Welcome punch / fizz (non-alcoholic)
- *Pizza\* & Chips Supper*
- *Use of in-house bluetooth sound system*
- *FREE 2hr for set up the day of your event.*

*\*includes 4 slices pp. Priced for Margarita Pizzas, additional toppings are subject to an additional charge. Please enquire about catering for parents/guardians.*

## 2025

**Monday-Thursday**

**£550**

**Friday-Sunday**

**£625**

## 2026

**Monday-Thursday**

**£625**

**Friday-Sunday**

**£700**

***Additional Guests: £12pp***

# RELAXED WEDDING

**Caters for 80 guests.**

- Exclusive use of the Grand Hall for 6 hours with private bar until 11pm
- *Pie & Peas Supper*
- *Rode Wireless Microphone for the speeches.*
- *Use of in-house bluetooth sound system*
- *FREE 2hr for set up the day of your event.*
- *House Supervision*

## 2025

**Monday-Thursday**

**£1510**

**Friday-Sunday**

**£1585**

## 2026

**Monday-Thursday**

**£1585**

**Friday-Sunday**

**£1660**

***Additional Guests: £10pp***

# INTIMATE WEDDING

Caters for 50 guests.

- Exclusive use of the Grand Hall for 5 hours with private bar until 11pm
- Arrival Prosecco / bottled beer / soft drink
- Evening hot fork buffet.
- Rode Wireless Microphone for the speeches.
- Use of in-house bluetooth sound system
- FREE 2hr for set up the day of your event & 1hr for set down the morning after
- House Supervision

## 2025

**Monday-Thursday**

**£2650**

**Friday-Sunday**

**£2700**

## 2026

**Monday-Thursday**

**£2700**

**Friday-Sunday**

**£2750**

***Additional Guests: £14pp***



# ULTIMATE WEDDING

**Caters for 100 guests.**

- Exclusive use of the Grand Hall for 9hrs & private bar until 11pm
- Tables & chairs set out to suit your table plan.
- Drinks reception on arrival.
- A choice of 4 different finger buffet options for your wedding breakfast.
- Evening supper buffet (2 hot fork buffet selections)
- Bubbly for the toast & 1/2 a bottle of house wine pp.
- 'Cakeage' for 1 wedding cake
- Rode Wireless Microphone for the speeches.
- Use of in-house bluetooth sound system
- 3hrs for set up the day before your big day & 2hrs for set down the day after.
- House Supervision

## 2025

**Monday-Thursday**

**£6180**

**Friday-Sunday**

**£6230**

## 2026

**Monday-Thursday**

**£6280**

**Friday-Sunday**

**£6330**

***Additional Guests: £18pp***

*(Get ready with me)*

# GRWM STUDIO PACKAGE



**£300  
/ 6 guests**

**£550  
/ 8 guests**

You & your bridesmaids can enjoy pre-wedding celebrations in the privacy of The Governor's Hall.

There is a separate room perfect for hair & make-up preparations. Check-in from 9am. Check out for 11am the following day.

Afternoon Tea, bubbly & brunch grazing table will be set up in the Governors Hall either before you arrive or at a pre agreed time during the day, so that you can relax & make the most of your final preparations.

**Subject to  
availability.  
Terms and  
conditions apply.  
If you would like  
further details, just  
ask!**

# ADDITIONAL COSTS

If there is anything else you wish to add to your party package, please let us know.

## CAKEAGE

£1pp

## WASTE DISPOSAL

From £50

## OPEN BAR

Please enquire

## DECORATIVE LANTERNS

£100

## HOT DRINK STATION

£4pp

*Includes tea, instant coffee & biscuits.*

## CORKAGE

£10p/bottle incl. 5 glasses.  
*Additional Glasses: £2 each*

## PROJECTOR HIRE

£15/hire period

# Q&A

## What is the deposit?

*The deposit is to confirm & secure your booking. This will be refunded within 3-5 days after your event if no T&Cs are breached.*

## Do you provide an easel for the tableplan?

*Yes, we have an easel you can use.*

## How many guests do we have to cater for?

*You should cater for all evening to avoid food running out.*

## What time is last orders?

*10:50pm. Unless a late licence is applied for (+£50) where it is 11:50pm.*

## Are we allowed to bring our own alcohol?

*We do not allow guests to bring their own alcohol. Unless corkage is organised.*

## What size are the tables?

*Guest tables seat up to 8 guests.*

## Is there a chair lift?

*Unfortunately, no.*

## Can we bring our own food?

*You may cater for your event for no extra cost, however, all associated waste must be taken away with you.*

# NEXT STEPS...

- Once you have selected your desired date, we will temporarily reserve your booking for up to 14 days. Full payment is required to secure your booking. After this period, if payment has not been made, the date will be released.
- Any additional details or requirements that were missed must be communicated to us immediately so we can adjust accordingly and settle any additional fees.
- Please inform your event coordinator as soon as possible about any allergies or specific dietary requirements. While we cannot guarantee any foods are free from allergens, we will do our best to accommodate dietary needs.
- Only food, beverages, and alcohol purchased on the premises may be consumed unless otherwise agreed in advance.
- We require that 100% of guests attending are catered for, including both the wedding breakfast and evening buffet (if applicable).
- All prices are correct at the time of booking. Events booked for a future calendar year may be subject to price adjustments.
- Your stored card details will be used to cover any damages, excessive cleaning, or breaches of T&Cs. Any outstanding fines will be invoiced, and failure to pay within the deadline will result in an automatic charge to your card.

# CATERING OPTIONS

*We can't guarantee that our food does not contain traces of nuts, gluten & other allergens.*

***We are not a nut free venue.***

*Please inform us if you or any of your guests has a dietary concern.*

## **Self Catering**

*You may cater for your event for no extra cost, however, **all associated waste must be taken away with you.***

*You will also need to provide plates, cutlery, napkins ect.*

## **Self Catering Package**

*This includes service table, serving staff if needed, napkins, plates, cutlery, cleaning & waste disposal.*

**£3pp**

**Minimum requirement: 20**

# FINGER BUFFET

*£12pp/3 or £18pp/5 options*

- BBQ Chicken Wings (gf)
- Prawn, avocado & cucumber bites (gf)
- Chickpea falafel with minted raitha dip (gf/vga+£1pp)
- Potato bites loaded with soured cream & chives (gf,vga)
- Vegetable Crudité Platter (gf/vga)
- Cocktail pork sausages with caramelised red onion relish
- Vegetable (vg) or Lamb Samosa with mango chutney
- Cucumber, cream cheese & smoked salmon appetisers
- Mixed nuts, olives & crisps.
- Olives, hummus & breadsticks.
- Breaded Ham, Parmesan & Pear open sandwiches
- Eggplant, hummus wraps with tomato relish (vg,gf)
- Baked Figs with Goats Cheese (gf,v)

# HOT FORK BUFFET

**£12pp**

- Steak & potato hash (gf)
- Beef chilli / Lentil Chilli (gf/vga)
- Moroccan Tagine, Chicken/Veg (gf/vga)
- BBQ pulled pork on brioche buns
- Hot Dogs with caramelised onions
- Cheese & onion pie (v)
- Steak & Ale Pie
- Chicken & Mushroom Pie
- Thai green curry (gf/vg)
- Spicy Mexican bean soup (gf/vg)
- Tikka Masala, Chicken or Tofu (gf/vga)
- Aubergine & Tahini Curry (gf/vg)

## **Choose one accompaniment:**

- Crusty garlic bread with Italian herbs
- Dinner rolls
- Mushy peas (gf/vga)
- Crispy mixed leaf & veg salad (gf/vg)
- White/Black/Brown Rice (gf/vg)
- Pickled Red Cabbage & Beetroot (gf/vg)
- Minty Buttered New Potatoes (warm) (gf/vga)
- Crunchy coleslaw (gf)
- Spicy rustic potato wedges (gf/vga)

## **Extra accompaniment +£3pp**



# OTHER FOOD OPTIONS

## 12inch pizzas from £10/pizza

(Margarita (v), Hawaiian, Pepperoni, Greek (v), Verde (vg))

*Each pizza takes around 6 minutes to cook. Maximum order 20.*

Homemade Soup & dinner roll - £6pp

Grazing Tables - from £17.50pp

Afternoon Tea - from £30pp

## DESSERTS

Cheeses (3) crackers & fresh fruit - £8pp

Chocolate Guinness Cake - £65/12-24 slices


Lemon Drizzle Loaf (gf) - £40/8-16 slices

Cherry Bakewell - £28/12-24 pieces

Lotus Biscoff Loaf (vg) - £45/8-16 slices

Chocolate Orange Loaf - £45/ 8-16 slices

Ginger Loaf - £35/ 8-16 slices



# T&C'S

*Please read carefully.  
Once a deposit is made, this  
acts as an electronic signature  
confirming you accept & agree  
with our Terms & Conditions.*


## DEFINITIONS

*“The Hirer” means the person signing the contract for hire. Where an organisation is named in the contract that organisation shall also be considered the hirer and shall be jointly liable with the person who signed the contract.*

*“The Premises” means the building or part of the building booked and referred to in the contract including Elizabeth Street, the cobbled area directly outside.*

*“The period of hire” means the date(s) and time(s) for hire referred to in the booking form and other correspondence.*

*“The Manager” means The Drop Off Manager or any person or persons nominated. The Drop Off is the trading name for The Provident Club Ltd.*



1. Hire Charges & Payments: Rates are reviewed quarterly and subject to change if the final payment hasn't been made. Full payment is required to secure the booking.
2. Hire Period: Must include setup and cleanup time. Additional charges apply for overtime.
3. Licensing & Entertainment: Public entertainment and bar hours must comply with licensing laws. Any extensions will be charged accordingly. Music must cease by 11 PM unless a license extension is approved. PRS charges apply to ticketed music events.
4. Catering & Decorations: Outside catering is not permitted unless agreed in advance. No sweets, snacks, confetti, glitter, or microplastics in decorations. No nails, adhesives, or fixtures may be used on the premises. Table decorations and event waste must be cleared by the hirer. Failure to comply will result in a fine, chargeable to your stored card.
5. Supervision & Conduct: Events after 7 PM require Front of House supervision (charged at the current rate). The hirer must be present throughout and is responsible for guests' conduct. Any damages will result in a fine, chargeable to your stored card.
6. Safety & Restrictions: No weapons, explosives, fireworks, pyrotechnics, open flames, or unauthorized lighting. No smoking or vaping inside or directly outside the venue. Alcohol or food not provided by The Drop Off are strictly prohibited (unless agreed otherwise).
7. Noise & Neighbours: The venue is in a noise-sensitive area—rowdiness or complaints from neighbours may result in a fine, chargeable to your stored card.
8. Equipment & Facilities: Extra charges apply for use of the PA system, props, additional tables/chairs, and staff overtime if the event runs over. No moving of furniture without prior authorization.

9. Liability: The Drop Off is not responsible for lost, stolen, or damaged property. The hirer is responsible for any loss, damage, or injury occurring during the event, except in cases of negligence by The Drop Off.

10. Cleaning & Damage: Charges apply for additional cleaning, including bodily fluids. Any damage must be reported immediately and confirmed in writing within 24 hours. Fines for damage, excessive cleaning, or failure to report issues will be chargeable to your stored card.

11. Cancellations: If you cancel your event, the following charges apply:

- 6-12 weeks prior: 25% of booking value
- 4-6 weeks prior: 50% of booking value
- 2-4 weeks prior: 75% of booking value
- Less than 2 weeks prior: 100% of booking value

Payment Policy: Full payment is required to secure your booking. Once payment is made, your card details will be securely stored. If any breaches of T&Cs occur, additional fines will be invoiced. Failure to pay by the deadline will result in automatic card charges.

The Drop Off reserves the right to cancel any booking without liability, refunding only the payments made unless the cancellation is due to the hirer's fault.

The Drop Off is the trading name for The Provident Club Ltd.