

the exchange

WHERE PEOPLE MAKE, AND MAKE THINGS HAPPEN.

The Exchange is a unique craft organisation, based in a Grade II listed old library, where creativity and community is inspired every day.

We offer not only warm and inviting spaces for your private events, but also craft-focused packages, where every detail has been carefully thought through.

Explore our offer and if you have any questions or want to enquire about a date, please get in touch.

An overview of our offer:

The Learning Room
The North Room
The Town Square
15 - 30 people
30 - 60 people
120 - 160 people

Our spaces are suitable for weddings as well. Please download the Wedding Venue Hire document from our website, or get in contact for more details.



THE LEARNING ROOM

The Learning Room was once the living room and kitchen for the Librarian. The room is light and spacious, ideal for meetings, smaller presentations and creative or business workshops. It is available for hire from Wednesday to Sunday and includes use of a projector and screen.

CAPACITY

Conference	15
Theatre Style / Standing	30
Workshop	15

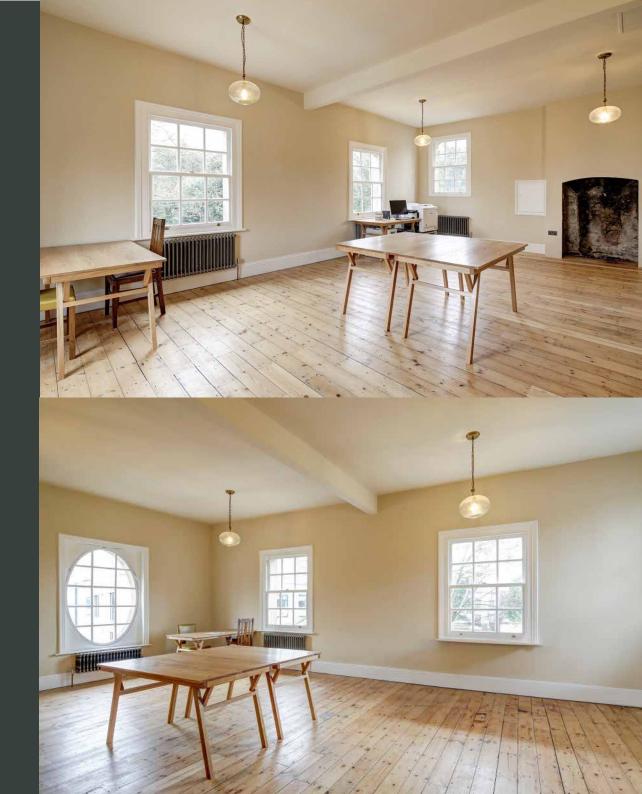
RATES*

Weekday morning or afternoon hire	£180
Full weekday hire	£270
Evening / Weekend morning or afternoon hire	£200
Full weekend day hire	£320

^{*}All prices are exclusive of VAT

CATERING

Catering in The Learning Room is provided by The Bookstore, our café restaurant. Please get in touchv for more info on our catering packages.



^{*}All prices include support from a Duty Manager for your event

THE NORTH ROOM

This space was originally the "News Room", where people would come to read the papers and get informed. This larger space is ideal for larger presentations and work events, and medium sized gatherings. It is available for hire from Wednesday to Sunday and includes use of a projector and screen.

CAPACITY

Standing	60
Conference	30
Theatre Style	50

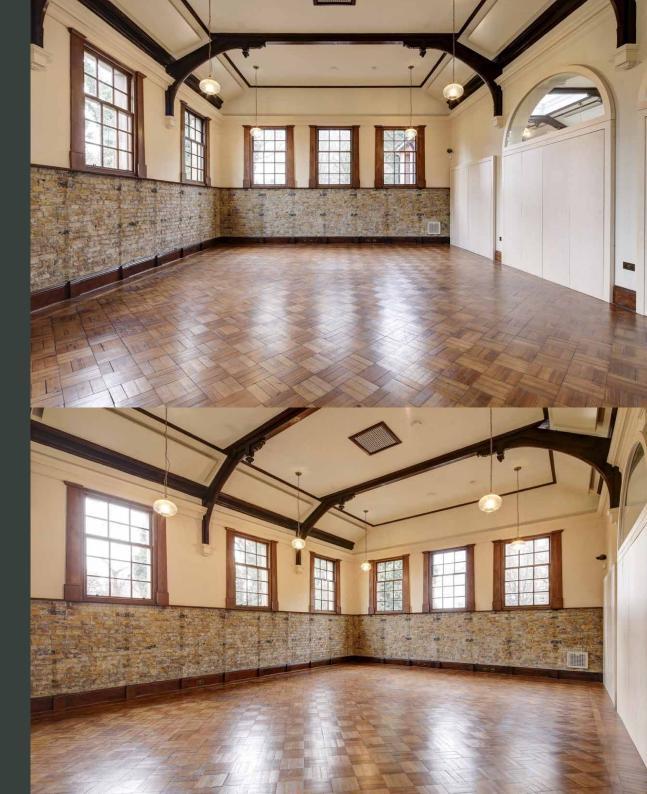
RATES*

Weekday morning or afternoon hire	£260
Full weekday hire	£450
Weekend morning or afternoon hire	£300
Full weekend day hire	£500
Evening hire	£300

^{*}All prices are exclusive of VAT

CATERING

We currently do not offer in house catering, but can put you in touch with our Approved Caterers on request.



^{*}All prices include support from a Duty Manager for your event

THE TOWN SQUARE

For larger gatherings and celebrations, you can hire our main space, The Town Square. This includes The North Room, the ajoining room; The Garden Room and access to our Garden. This will provide you with the main public spaces on the ground floor at The Exchange – these were previously the heart of the library and remain the heart of our community used weekly as a public space.

You will have private access to the main stepped entrance, as well as private accessible entrance and private use of the south terrace and east garden.

CAPACITY

Standing 150
Banquet Style 120
Theatre style 120

CATERING

Catering must be provided by one of our approved suppliers.

SOUND/LIGHT

AV support must be provided by one of our approved suppliers.

RATES*

Wed or Thu (9am - 5pm)	£2,000
Wed or Thu (5 - 11pm)	£1,650

or £280 per hour hire, minimum 4 hours.

 Wed or Thu (9am - 11pm)
 £3,500

 Fri, Sat or Sun (9am - 5pm)
 £2,200

 Fri, Sat or Sun (5 - 11pm)
 £1,925

 Fri, Sat or Sun (9am - 11pm)
 £3,800



^{*}All prices are exclusive of VAT

^{*}All prices include support from Duty Managers for your event Please note - for weddings, we have a different package. Please download the Weddings PDF or get in touch for more info.