

Venue Hire
Frequently
Asked
Questions
March 2023



Do we have to be Marlow Rowing Club members to book the Club room?

Members and non-members are welcome to hold events at the Rowing Club.

Can we use the balcony?

Yes, we have a large balcony that overlooks the river and bridge. Smoking is not permitted on the balcony even though it is outside.

Can we host our birthday ?

We are only able to take bookings for Birthdays over 30 years of age, unless they are a family event celebrating younger birthdays.

Does Marlow Rowing Club provide food or catering for an event?

Yes, we work with several local catering firms who provide a wide selection of services to suit all tastes and budgets. We can also recommend a number of DJ's and musicians who have performed at the Club.

Is the building accessible?

Yes it is, we have one marked disabled car parking bay and can mark out others if required. The building is step free to enter and we have a lift for use between floors. We have accessible toilet facilities.

Where can my guests smoke?

Guests may smoke outside the front of the venue.

Can we decorate the room?

Yes, you're welcome to decorate the venue. However, nothing can be stuck to the walls or pictures.



How many people can you accommodate?

We can cater for up to 60 for a sit down meal. For a party with buffet and DJ area we can accommodate up to 100 people. Additional acts, such as bands, may limit the number of guests.

Can we have candles?

For safety reasons we only allow the use of electric candles.

When can I get access to the room for any decoration or band set up?

We can provide you access to the room an hour prior to the booking.

Do I have to clean up after the event?

No, the cleaning of the room is included in the room hire. If our caterers are used they will be responsible for clearing food and plates on the night.

Can we have confetti?

Unfortunately we do not allow confetti.

Do you have sound/vision systems in the Club room?

We have three HD TVs that can be used. Yes, we have built in speakers in the bar area for background music. We recommend using band or DJ's for parties.

Can we plug an iphone into your speakers?

Yes, we have a Bluetooth system

Is the furniture included in the price?

Yes, all tables and chairs are included in the venue hire or most can be removed if required.



Is there a minimum bar spend?

No, we are very flexible. You're welcome to have a cash or tab bar for your event.

Are bar staff included with the venue hire?

Yes, bar staff and a bar manager are included.

Is glassware included in the venue hire?

Yes, it is. However, if there are substantial breakages then there will be a breakage charge.

What glassware is provided?

We provide wine glasses, high balls, pint glasses, shot glasses and champagne flutes. For cocktail glasses you'd need to hire these in.

Do you accept cash and cards at the bar?

Yes, we accept cards and cash. Preferably card payment.

Can we have a band and/or DJ

Yes, you can have a band and/or DJ. Live music is permitted until 11pm, with DJ music until midnight.

Is there a crew room for the band?

Yes, we can provide a space for them if needed

Pricing and payment

How much is the deposit? The deposit is 50% of the hire fee.

When is the final payment due?

Final payment is due one week before the event.

Is VAT included?

Our venue hire is not subject to VAT.



events@

marlowrowingclub.org.uk

